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ABSTRACT

Horry-Georgetown Technical College (SC) has completed graduate and employer surveys since 1994. The reports are divided into specific curricular areas leading to degrees or certificates for most of the programs offered at the college. Each section contains the original survey forms for employers and graduates, and the survey results and comments from both students and employers. Results indicated that 41% of graduates reported that they were very satisfied with their educational experience at the college, and only .04 % indicated that they were very dissatisfied. Fifty-six percent of the graduates who responded felt that their experiences at the college definitely improved their quality of life, 36% reported that the college had probably improved their life, and 2.5% reported that the college had not. No respondent reported that attending the college had definitely not improved their lives. Graduates graded the overall preparation for employment provided by the college as follows: A=28%, B=46%, C=21%, D=5% and F=0%. Employers graded the overall preparation for employment by the college as follows: A=11%, B=61%, C=27%, D=0%, F=1%. Overwhelmingly, employers responded "yes" 94% of the time if asked if they would consider rehiring another Horry-Georgetown student, 2% indicated they would not, and 4% were uncertain. (AF)

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ED 437 984

GRADUATE & EMPLOYER REPORT

1996-97 GRADUATES

Volumes 1 and 2

Horry-Georgetown Technical College
Office of Institutional Research
Roberta Kramer, Director

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
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GRADUATE & EMPLOYER REPORT

1996-97 GRADUATES

Volume 1 of 2

HORRY-GEORGETOWN TECHNICIAL COLLEGE
OFFICE OF INSTITUTIONAL RESEARCH
ROBERTA KRAMER, DIRECTOR

GRADUATE AND EMPLOYER SURVEY REPORT
1996-97

The Office of Institutional Research has completed an extensive graduate and employer survey assessments for three consecutive years. The data comprising this report reflects the input from the graduates of 1996-97 and their respective employers. The College can now benefit from the existence of a significant body of data to derive an overview of trends departmentally and institutionally. The process utilized to complete this report is described at the end of this narrative.

Rationale and Process

The technical competencies originally evolved through the DACUM process. The DACUM (Design A Curriculum) gives service area employers, who are members of program Advisory Boards, the opportunity to shape curricula based upon practical, current, knowledge of the necessary skills for professional competency in their fields. Program competencies defined through this process were logged into a database designed for multiple purposes.

Both general competencies and technical competencies were incorporated in all of the employer survey instruments. A total of 27 programs were evaluated however, five of those areas did not elicit graduate responses despite the completion of two mailings to all graduates. Therefore, only 22 programs in this report will include graduate data. The Office of Institutional Research is currently in the process of exploring alternative survey administration procedures to supplement the mailing process which has proven insufficient for the gathering of required data.

This entire assessment activity will be conducted annually to develop the longitudinal database needed for the statistical analysis related to continuous improvement. Department Heads will advise Institutional Research with regard to the need for future program competency revisions in the database. The data provide the basis for a comprehensive, measurable, assessment of progress, pertaining to a variety of educational goals. In addition, efforts toward program improvement can be more effective through the analysis of information to identify the areas of weakness as well as those of strength.

The questions, layout, rating scale, and general content of the survey instruments are open to review and modification. Input and suggestions from the campus community are always welcome. The overall results of this evaluation provide a valuable contribution to the fulfilment of the institutional mission and enhancement of institutional effectiveness. The long term refinement of the process and subsequent reporting will become increasingly beneficial in view of the recent state mandate for performance funding in higher education.

Reporting of Multiple Awards

A factor which has proven problematic is the reporting of multiple awards for various graduates. For example, a graduate may obtain an associate degree, diploma and a certificate at the same time. In order to avoid the duplication of survey responses for such individuals, they are surveyed only at the highest award level. Therefore, in the aforementioned case the graduate would be surveyed in their respective associate program and their responses would only be reported at the associate degree level. In these instances notations have been included at the top of the reporting page to indicate the number of graduates whose results are not reported at the lower level of awards received. The elimination of duplicate mailings and the accurate documentation of achievements are important elements of this process involving significant time and effort.

The "1996-97 Graduates with Multiple Awards Summary" which explains and lists the awards not surveyed is presented at the end of this narrative following the "Graduate Placement Report Procedure."

Methodology and Results

The following pages relate the survey findings for each program evaluated. The majority of programs not included in the report findings are awaiting the completion of a DACUM to up-date competencies. Another reason for the absence of reported data is the rare failure to gather any responses from the two mailings which were completed for each program. The comments offered by the respondents were reproduced as accurately as possible and occasionally changed with regard to spelling and punctuation only for clarification purposes. Also, references to particular individuals, mainly faculty were replaced by generic references for example "(instructor)" to insure privacy.

Frequency distributions were computed and are presented both numerically and as percentages for each of the programs surveyed. Future comparisons or correlations utilizing this data will occur as the body of information pertinent expands. Some summative results pertaining to key areas of student and employer satisfaction are stated below.

- 41% of graduates indicated that they are very satisfied with their educational experience at the college, .04% indicated that they were very dissatisfied.
- 56% of graduates responding indicated that their experiences at HGTC definitely improved their quality of life, 36% reported that HGTC had probably improved their lives, 2.5% reported that the college probably had not, and 5% indicated that they were uncertain. No respondents reported that the college had definitely not improved their lives.
- Graduates graded the overall preparation for employment provided by the college as follows: A=28%, B=46%, C=21%, D =5%, F=0%
- Employers of graduates graded the overall preparation for employment provided by the college as follows: A=11%, B=61%, C=27%, D =0%, F=1%
- When Employers were asked if they would consider hiring another HGTC graduate, they responded as follows: Yes=94%, No=2%, Uncertain=4%

GRADUATE PLACEMENT REPORT PROCEDURE

The process of Graduate Placement reporting will be implemented by completion of the following sequential activities.

1. **Students** initiate the process of filing **Applications for Graduation.**
2. Following the end of the fall semester drop/add period, the **Registrar** compiles the official list of candidates for graduation and forwards the pertinent research portions of the application forms to **Institutional Research.**
3. **Institutional Research** generates a database from the information provided on the applications for graduation. **Institutional Research** then creates a Placement Report from the database and presents copies of the report to the individual **Department Heads.**
4. The **Department Heads** then follow-up by obtaining student employment information not provided at the time of application for graduation. This information may already be known by the **Department Head** or require a proactive effort via phone inquiry, contact with employers, or related activities. When the report forms have been completed to the fullest possible extent, the **Department Heads RETURN THE ORIGINAL FORMS TO INSTITUTIONAL RESEARCH AND RETAIN COPIES FOR THEIR DEPARTMENTAL FILES.**
5. Upon receipt of the originals, **Institutional Research** will update the database by keying in the new information provided by the **Department Heads. Institutional Research** then mails the Graduate Follow-up surveys and Employer Follow-up surveys.
6. When the results of the Graduate Follow-up and Employer Follow-up surveys have been compiled, they are reported to the **Department Heads**.

The proposed calendar for the completion of this process is:

1. Students file Applications for Graduation on a continuous basis.
2. The Registrar completes the list of candidates for graduation and submits the research portions of the Applications for Graduation to Institutional Research by **September 30** (the end of the drop/add period).
3. Institutional Research creates the database from the data reported on the Application for Graduation.
4. The Department Heads follow-up by obtaining additional student placement data and enter the information on the placement report forms. When all forms have been completed as fully as possible, **ORIGINAL PLACEMENT FORMS ARE RETURNED TO INSTITUTIONAL RESEARCH AND THE DEPARTMENT HEADS RETAIN COPIES FOR THEIR FILES.** This activity is completed by **January 30.**
5. Upon receipt of the revised forms from the Department Heads, Institutional Research keys in the new data and then mails the Employer Follow-up and Graduate Follow-up surveys by **April 15.**
6. Institutional Research calculates, analyzes and reports the results from both surveys by **September 1.**

1996-97 Graduates with Multiple Awards Summary

There were 593 graduates who earned a total of 639 Degrees, Diplomas, and Certificates. Of these graduates, there were 32 graduates who earned multiple awards for a total of 46 awards. The following is the breakdown of these awards.

32 awards earned by graduates with 2 Degrees, Diplomas, or Certificates.
9 awards earned by graduates with 3 Degrees, Diplomas, or Certificates.
5 awards earned by graduates with 4 Degrees, Diplomas, or Certificates.

The 46 Multiple Awards not surveyed is explained in the following chart:

AWARD	Earned as 2nd Award	Earned as 3rd Award	4th Award	Total Not Surveyed
AAA4	3	0	0	3
AAS5	2	0	0	2
AUO1	1	0	0	1
BUS3	2	0	0	2
CDP1	3	3	0	6
CPA7	1	0	0	1
CPR6	5	2	0	7
CRJ7	1	0	0	1
HAF6	3	0	0	3
HMS6	3	1	0	4
HSCN	1	0	0	1
MOC7	2	0	0	2
MSO7	1	1	5	7
RDM6	3	2	0	5
TES7	1	0	0	1
TOTAL	32	9	5	46

There are three programs that are not represented in this year's report due to graduates with Multiple Awards being administered at the highest award. These programs are:

CRJ7 - 1 Surveyed under CRJ3
HAF6 - 3 Surveyed under HTM3
HMS6 - 4 Surveyed under HTM3

Response Summary

		Graduates Surveyed			Employers Surveyed			
			Returned		Employed		Returned	
	CURRICULUM	#	#	%	#	%	#	%
1	ACCOUNTING	8	4	50%	3	38%	1	33%
2	AIR CONDITIONING/REFRIGERATION MECHANICS	1	0	0%	1	100%	0	0%
3	ASSOCIATE IN ARTS	16	5	31%				*
4	ASSOCIATE IN SCIENCE	17	4	24%				*
5	AUTOMATED OFFICE	9	1	11%	6	67%	4	67%
6	BASIC BUSINESS	1	0	0%	0	0%		*
7	CIVIL ENGINEERING TECHNOLOGY	5	2	40%	3	60%	3	100%
8	COBOL PROGRAMMING	1	0	0%	0	0%		*
9	COMPUTER DATA PROCESSING	2	1	50%	0	0%		*
10	COMPUTER TECHNOLOGY	16	4	25%	8	50%	6	75%
11	COMPUTERIZED ACCOUNTING	2	1	50%	0	0%		*
12	CRIMINAL JUSTICE TECHNOLOGY	49	9	18%	16	33%	6	38%
13	CULINARY ARTS TECHNOLOGY	14	3	21%	8	57%	5	63%
14	DATA ENTRY OPERATOR	3	0	0%	0	0%		*
15	EARLY CHILDHOOD DEVELOPMENT	34	7	21%	15	44%	8	53%
16	ELECTRONIC ENGINEERING TECHNOLOGY	13	5	38%	7	54%	3	43%
17	ELECTRONICS TECHNOLOGY	22	4	18%	9	41%	6	67%
18	FOOD AND BEVERAGE MANAGEMENT	1	0	0%	1	100%	1	0%
19	FORESTRY MANAGEMENT TECHNOLOGY	26	7	27%	15	58%	12	80%
20	GENERAL BUSINESS	33	9	27%	9	27%	4	44%
21	GENERAL TECHNOLOGY	2	0	0%				*
22	GOLF COURSE MANAGEMENT	56	8	14%	42	75%	18	43%
23	GROUNDS MANAGEMENT	1	0	0%	1	100%	0	0%
24	HEALTH SCIENCE-NURSING	10	2	20%				*
25	HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY	6	3	50%	4	67%	3	75%
26	HOSPITALITY & TOURISM MANAGEMENT	18	3	17%	13	72%	8	62%
27	INTERIOR DESIGN	16	8	50%	5	31%	3	60%
28	LEGAL ASSISTANT/PARALEGAL	13	5	38%	4	31%	2	50%
29	MACHINE TOOL TECHNOLOGY	10	2	20%	6	60%	4	67%
30	MEDICAL OFFICE CLERICAL ASSISTANT	30	10	33%	12	40%	7	58%
31	MICROCOMPUTER BUSINESS APPLICATIONS	4	0	0%	1	25%	1	100%
32	NURSING (ADN)	40	8	20%	34	85%	17	50%
33	NURSING (PN)	44	15	34%	35	80%	26	74%
34	OFFICE SYSTEMS TECHNOLOGY	18	3	17%	13	72%	5	38%
35	PARALEGAL CERTIFICATE	6	0	0%	3	50%	1	33%
36	RADIOLOGIC TECHNOLOGY	24	9	38%	14	58%	14	100%
37	ROOMS DIVISION MANAGEMENT	1	0	0%	0	0%		*
38	TURF EQUIPMENT SPECIALIST	1	0	0%	1	100%	0	0%
39	VOCATIONAL TECHNICAL EDUCATION	20	3	15%	11	55%	7	64%
	Totals:	593	145	24.5%	300	50.6%	175	58.3%

* Not Surveyed

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Accounting

ACCOUNTING

Number of Graduates	8
Number of Returns	4
Percentage of Responses	50%

1 Graduate Also Received
Other Awards: 1 BUS3 Degree

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ACCOUNTING PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	75%	0	0%	1	25%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	0	0%	4	100%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	0	0%	3	75%	1	25%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE ACCOUNTING PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	25%	2	50%	0	0%	0	0%	1	25%
c. Space/size of the labs	0	0%	2	50%	1	25%	0	0%	0	0%	1	25%
d. Safety features in the labs	0	0%	2	50%	1	25%	0	0%	0	0%	1	25%
e. Availability of equipment in the labs	0	0%	2	50%	1	25%	0	0%	0	0%	1	25%
f. Condition of equipment in the labs	0	0%	2	50%	1	25%	0	0%	0	0%	1	25%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	2	50%	1	25%	0	0%	0	0%	1	25%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE ACCOUNTING PROGRAM												
a. Prepare periodic accounting reports	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
b. Reconcile bank accounts and general ledgers	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
c. Prepare journal entries	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
d. Evaluate alternatives in different accounting situations	0	0%	1	25%	2	50%	0	0%	1	25%	0	0%
e. Analyze and calculate gross pay and withholdings	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
f. Test compliance with internal control procedures for audits	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
g. Read and follow South Carolina State and IRS Codes and Regulations in tax preparation	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
h. Assist in preparation of periodic reports	1	25%	0	0%	2	50%	0	0%	1	25%	0	0%
i. Audit daily cash reports	0	0%	2	50%	1	25%	0	0%	1	25%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ACCOUNTING Program prepared you for employment in your field?	1	25%	2	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ACCOUNTING?	1	25%	1	25%	2	50%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	50%	2	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	25%	3	75%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ACCOUNTING field?	1	25%	0	0%	2	50%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

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1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
ACCOUNTING PROGRAM

6. **If you could select your major over again, would you select ACCOUNTING?**

I probably would not because a lot of the courses do not transfer to get my four-year degree. I felt I should have started off at Coastal so I wouldn't be repeating myself when I go back to get my four-year degree.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

I'm very satisfied with my educational experience because you do have some wonderful, caring instructors like *(Instructor)* and *(instructor)*, and *(Instructor)* in Georgetown.

9. **What are the strengths of the ACCOUNTING Program?**

I was given a very good base foundation in accounting on which to build on.

10. **What are the weaknesses of the ACCOUNTING Program?**

The only weaknesses that I found were the classes that I had to take to get a two-year degree do not all transfer for a four-year degree. I was also disappointed when I went out to find a job and the pay was no where what I was told to expect.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

Make sure all classes will transfer and help student find a job.

Additional Comments:

It took me a while to find a job. I went on countless interviews even one with the college. I was very, very disappointed in the pay scale out there. I'm not making anymore than I had stayed with my previous employer.

GRADUATE FOLLOW-UP STUDY

1. Please rate the ACCOUNTING Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ACCOUNTING Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Prepare periodic accounting reports	☐	☐	☐	☐	☐	☐
b. Reconcile bank accounts and general ledgers	☐	☐	☐	☐	☐	☐
c. Prepare journal entries	☐	☐	☐	☐	☐	☐
d. Evaluate alternatives in different accounting situations	☐	☐	☐	☐	☐	☐
e. Analyze and calculate gross pay and withholdings	☐	☐	☐	☐	☐	☐
f. Test compliance with internal control procedures for audits	☐	☐	☐	☐	☐	☐
g. Read and follow South Carolina State and IRS Codes and Regulations in tax preparation	☐	☐	☐	☐	☐	☐
h. Assist in preparation of periodic reports	☐	☐	☐	☐	☐	☐
i. Audit daily cash reports	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ACCOUNTING graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ACCOUNTING Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select ACCOUNTING? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the ACCOUNTING Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ACCOUNTING Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ACCOUNTING field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

ACC3

ACCOUNTING

Number of Employers Surveyed	3
Number of Returns	1
Percentage of Responses	33%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Prepare periodic accounting reports	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. Reconcile bank accounts and general ledgers	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
c. Prepare journal entries	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. Evaluate alternatives in different accounting situations	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. Analyze and calculate gross pay and withholdings	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
f. Test compliance with internal control procedures for audits	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Read and follow South Carolina State and IRS Codes and Regulations in tax preparation	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
h. Assist in preparation of periodic reports	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
i. Audit daily cash reports	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%

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	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the ACCOUNTING field?	0	0%	1	100%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another ACCOUNTING graduate from Horry-Georgetown Technical College?	1	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
ACCOUNTING PROGRAM

6. What do you think are the strengths of the College's ACCOUNTING Program?

Thoroughly prepares students for entry-level accounting positions. Adequately prepares students for positions above entry-level in many instances.

8. What suggestions do you have for improving our ACCOUNTING Program to better meet your needs?

Continue to strive for excellence in the graduates of this program.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our **1996-97 ACCOUNTING Program** graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Prepare periodic accounting reports	☐	☐	☐	☐	☐	☐
b. Reconcile bank accounts and general ledgers	☐	☐	☐	☐	☐	☐
c. Prepare journal entries	☐	☐	☐	☐	☐	☐
d. Evaluate alternatives in different accounting situations	☐	☐	☐	☐	☐	☐
e. Analyze and calculate gross pay and withholdings	☐	☐	☐	☐	☐	☐
f. Test compliance with internal control procedures for auditing	☐	☐	☐	☐	☐	☐
g. Read and follow South Carolina State and IRS Codes and Regulations in tax preparation	☐	☐	☐	☐	☐	☐
h. Assist in preparation of periodic reports	☐	☐	☐	☐	☐	☐
i. Audit daily cash reports	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

ACC3 <«No»>

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3. Please list any additional general or technical competencies that should be considered for inclusion in the ACCOUNTING Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ACCOUNTING field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another ACCOUNTING graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's ACCOUNTING Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's ACCOUNTING Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our ACCOUNTING Program to better meet your needs? (Write NONE if you have no comment)

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THANK YOU FOR YOUR RESPONSES!

ACC3 (8/98)

Associate in Arts

ASSOCIATE IN ARTS

Number of Graduates	16
Number of Returns	5
Percentage of Responses	31%

2 Graduates Also Received
Other Awards: 2 AAS5 Degrees

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ASSOCIATE IN ARTS PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	5	100%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	2	40%	3	60%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	3	60%	2	40%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	4	80%	1	20%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	20%	1	20%	2	40%	0	0%	1	20%	0	0%
2. FACILITIES & EQUIPMENT IN THE ASSOCIATE IN ARTS PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	20%	4	80%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	4	80%	0	0%	0	0%	1	20%
c. Space/size of the labs	0	0%	0	0%	4	80%	0	0%	0	0%	1	20%
d. Safety features in the labs	0	0%	1	20%	2	40%	0	0%	0	0%	2	40%
e. Availability of equipment in the labs	0	0%	0	0%	4	80%	0	0%	0	0%	1	20%
f. Condition of equipment in the labs	0	0%	0	0%	2	40%	2	40%	0	0%	1	20%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	3	60%	1	20%	0	0%	1	20%
3. GENERAL COMPETENCY SKILL AREAS FOR THE ASSOCIATE IN ARTS PROGRAM												
a. Able to communicate in writing	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
b. Able to communicate orally	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
c. Able to follow written instructions	1	20%	3	60%	1	20%	0	0%	0	0%	0	0%
d. Able to follow oral instructions	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
e. Able to solve math problems on the job	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
f. Able to analyze problems encountered and assess how appropriately to solve them	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
g. Able to work as team with others on the job	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
h. Able to work with diverse individuals or groups in a multicultural workplace and society	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
i. Able to display what is ethical and professional conduct	1	20%	3	60%	1	20%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ASSOCIATE IN ARTS Program prepared you for employment in your field?	0	0%	5	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ASSOCIATE IN ARTS?	2	40%	2	40%	1	20%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	40%	3	60%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	20%	4	80%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ASSOCIATE IN ARTS field?	0	0%	4	80%	1	20%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

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1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
ASSOCIATE IN ARTS PROGRAM

4. What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of ASSOCIATE IN ARTS graduates?

Offer the classes needed for the degree at night. It was impossible to complete the program at the Georgetown campus. Twice no classes were available at night on any campus as I neared completion of degree requirements. Allow students to complete courses with self directed courses.

My Algebra class was over the T. V. monitor from Conway. Need few adjustments.

Improve lab equipment and supplies, also update the labs with better models, diagrams, etc. I've seen better labs in high school. You would expect much more out of a college lab.

6. If you could select your major over again, would you select ASSOCIATE IN ARTS?

I would like to have taken Human Services, but it was not offered. That is what I started with when I attended another college.

9. What are the strengths of the ASSOCIATE IN ARTS Program?

You learn a little bit about a lot of stuff.

Good instructors

Leaves your opportunities wide open.

I think the program is good for what it's designed for. A less expensive alternative for getting your general education requirements out of the way as opposed to doing it at a 4-year college. Also, the student-teacher relationship, I feel, is one that allows you to get to know your professor better, which is helpful to those who want to learn.

10. What are the weaknesses of the ASSOCIATE IN ARTS Program?

Availability of classes at night. I could only take English 101 at one time. 200 level English courses were never offered at Georgetown. Trig was never offered at Georgetown.

Can't really get a job—need more education.

Teachers that can't teach

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Add a Human Service program. There is definitely a need because there are many agencies in the area that would benefit from using graduates of this type of program.

Offer the classes in the schedule. It is extremely frustrating to enroll in classes only to have all of them cancelled. Most students need to make plans re: employment, transportation, etc. Notify students when classes are cancelled.

Offering a better selection of foreign language classes

Additional Comments:

If you are considering a H.S. program, I will definitely sign up for it.

GRADUATE FOLLOW-UP STUDY

1. Please rate the ASSOCIATE IN ARTS Program in the following areas of instruction. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ASSOCIATE IN ARTS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ASSOCIATE IN ARTS Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ASSOCIATE IN ARTS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE ASSOCIATE IN ARTS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instructions	☐	☐	☐	☐	☐	☐
d. Able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or group in a multicultural workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ASSOCIATE IN ARTS graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ASSOCIATE IN ARTS Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select ASSOCIATE IN ARTS? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

9. What are the strengths of the ASSOCIATE IN ARTS Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ASSOCIATE IN ARTS Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ASSOCIATE IN ARTS field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

AAA4

Associate in Science

ASSOCIATE IN SCIENCE

Number of Graduates	17	1 Graduate Also Received
Number of Returns	4	Other Awards: 1 AAA4 Degree
Percentage of Responses	24%	

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ASSOCIATE IN SCIENCE PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
e. Quality of course content	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	3	75%	0	0%	1	25%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE ASSOCIATE IN SCIENCE PROGRAM												
a. Condition of classroom/lecture facilities	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
c. Space/size of the labs	1	25%	0	0%	2	50%	1	25%	0	0%	0	0%
d. Safety features in the labs	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	25%	0	0%	2	50%	1	25%	0	0%	0	0%
f. Condition of equipment in the labs	1	25%	0	0%	2	50%	1	25%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	1	25%	0	0%	2	50%	1	25%	0	0%	0	0%
3. GENERAL COMPETENCY SKILL AREAS FOR THE ASSOCIATE IN SCIENCE PROGRAM												
a. Able to communicate in writing	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
b. Able to communicate orally	1	25%	2	50%	0	0%	1	25%	0	0%	0	0%
c. Able to follow written instructions	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
d. Able to follow oral instructions	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
e. Able to solve math problems on the job	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
f. Able to analyze problems encountered and assess how appropriately to solve them	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
g. Able to work as team with others on the job	1	25%	2	50%	0	0%	1	25%	0	0%	0	0%
h. Able to work with diverse individuals or groups in a multicultural workplace and society	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
i. Able to display what is ethical and professional conduct	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%

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	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ASSOCIATE IN SCIENCE Program prepared you for employment in your field?	0	0%	4	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ASSOCIATE IN SCIENCE?	2	50%	2	50%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	1	25%	3	75%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	25%	3	75%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ASSOCIATE IN SCIENCE field?	0	0%	2	50%	2	50%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
ASSOCIATE IN SCIENCE PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of ASSOCIATE IN SCIENCE graduates?**

   Need larger labs with more up-to-date equipment

9. **What are the strengths of the ASSOCIATE IN SCIENCE Program?**

   The Associate In Science Program gives one a steady background for the future.

   The strengths of the AAS program are the Biology courses. The Biology instructors were very enthusiastic. I learned a lot from *(Instructor)*, *(Instructor)*, and *(Instructor)*.

10. **What are the weaknesses of the ASSOCIATE IN SCIENCE Program?**

    Lab Equipment

    The weakness of the AAS program is that the Physics classes were only offered one a semester.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    More money into materials

    More state-of-the-art equipment, state-of-the-art textbooks. I feel the college lacks because it is not up-to-date in everything. The F/A office is awful. They never have things done in time; they cannot manage their time well at all so the students suffer which is not fair.

GRADUATE FOLLOW-UP STUDY

1. Please rate the ASSOCIATE IN SCIENCE Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ASSOCIATE IN SCIENCE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ASSOCIATE IN SCIENCE Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ASSOCIATE IN SCIENCE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE ASSOCIATE IN SCIENCE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instructions	☐	☐	☐	☐	☐	☐
d. Able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or group in a multicultural workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐

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4 What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ASSOCIATE IN SCIENCE graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ASSOCIATE IN SCIENCE Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select ASSOCIATE IN SCIENCE? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the ASSOCIATE IN SCIENCE Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ASSOCIATE IN SCIENCE Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ASSOCIATE IN SCIENCE field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

AAS5

Automated Office

AUTOMATED OFFICE PROGRAM

Number of Graduates	9	2 Graduates Also Received
Number of Returns	1	Other Awards:
Percentage of Responses	11%	2 MOC7 Certificates

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE AUTOMATED OFFICE PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE AUTOMATED OFFICE PROGRAM												
a. Condition of classroom/lecture facilities	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
e. Availability of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
f. Condition of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE AUTOMATED OFFICE PROGRAM												
a. Demonstrate pride in work	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Format and type a variety of documents	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Cooperate with peers and supervisors	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Demonstrate computer literacy	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Apply proper work habits	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Proofread documents	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Maintain records	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Demonstrate proficiency in at least one word processing package	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. Use proper and appropriate telephone techniques	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the AUTOMATED OFFICE PROGRAM prepared your for employment in your field?	0	0%	1	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Defintely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select AUTOMATED OFFICE PROGRAM?	1	100%	0	0%	0	0%	0	0%	0	0

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	1	100%	0	0%	0	0%	0	0

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	0	0%	1	100%	0	0%	0	0%	0	0

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the AUTOMATED OFFICE PROGRAM field?	0	0%	0	0%	1	100%	0	0%	0	0

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
AUTOMATED OFFICE PROGRAM

9. **What are the strengths of the AUTOMATED OFFICE Program?**

   It basically touches every aspect you will encounter in the secretarial field.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    More recreational exercises and offering a wider variety of classes on the Georgetown Campus.

GRADUATE FOLLOW-UP STUDY

1. Please rate the AUTOMATED OFFICE Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE AUTOMATED OFFICE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the AUTOMATED OFFICE Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE AUTOMATED OFFICE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE AUTOMATED OFFICE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Demonstrate pride in work	☐	☐	☐	☐	☐	☐
b. Format and type a variety of documents	☐	☐	☐	☐	☐	☐
c. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
d. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
e. Apply proper work habits	☐	☐	☐	☐	☐	☐
f. Proofread documents	☐	☐	☐	☐	☐	☐
g. Maintain records	☐	☐	☐	☐	☐	☐
h. Demonstrate proficiency in at least one word processing package	☐	☐	☐	☐	☐	☐
i. Use proper and appropriate telephone techniques	☐	☐	☐	☐	☐	☐

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AUO1 <«No»>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of AUTOMATED OFFICE graduates? (Write NONE if you have no comment)

5 Which statement best describes how you think the AUTOMATED OFFICE Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select AUTOMATED OFFICE? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

AUO1

9. What are the strengths of the AUTOMATED OFFICE Program? (Write NONE if you have no comment)

10. What are the weaknesses of the AUTOMATED OFFICE Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the AUTOMATED OFFICE field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F – Failure

THANK YOU FOR YOUR RESPONSES!

AUO1

AUTOMATED OFFICE

Number of Employers Surveyed	6
Number of Returns	4
Percentage of Responses	67%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Demonstrate pride in work	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
b. Format and type a variety of documents	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
c. Cooperate with peers and supervisors	3	75%	0	0%	1	25%	0	0%	0	0%	0	0%
d. Demonstrate computer literacy	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
e. Apply proper work habits	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
f. Proofread documents	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
g. Maintain records	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
h. Demonstrate proficiency in at least one word processing package	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
i. Use proper and appropriate telephone techniques	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the AUTOMATED OFFICE field?	1	25%	1	25%	2	50%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another AUTOMATED OFFICE graduate from Horry-Georgetown Technical College?	4	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
AUTOMATED OFFICE PROGRAM

6. **What do you think are the strengths of the College's AUTOMATED OFFICE Program?**

    Excellent variety of experiences

7. **What do you think are the weaknesses of the College's AUTOMATED OFFICE Program?**

    Possibly need more exposure through internships in various offices

    Need more exposure to hospital transcription

8. **What suggestions do you have for improving our AUTOMATED OFFICE Program to better meet your needs?**

    Excellent preparations!

    Consider offering a hospital transcription course

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** of our 1996-97 AUTOMATED OFFICE Program graduate.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE AUTOMATED OFFICE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Demonstrate pride in work	☐	☐	☐	☐	☐	☐
b. Format and type a variety of documents	☐	☐	☐	☐	☐	☐
c. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
d. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
e. Apply proper work habits	☐	☐	☐	☐	☐	☐
f. Proofread documents	☐	☐	☐	☐	☐	☐
g. Maintain records	☐	☐	☐	☐	☐	☐
h. Demonstrate proficiency in at least one word processing package	☐	☐	☐	☐	☐	☐
i. Use proper and appropriate telephone techniques	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE AUTOMATED OFFICE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

AU01 <«No»>

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3. Please list any additional general or technical competencies that should be considered for inclusion in the AUTOMATED OFFICE Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the AUTOMATED OFFICE field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another AUTOMATED OFFICE graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain)____
☐ Uncertain (please explain)____________________________________

6. What do you think are the strengths of the College's AUTOMATED OFFICE Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's AUTOMATED OFFICE Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our AUTOMATED OFFICE Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

AUO1

Civil Engineering Technology

CIVIL ENGINEERING TECHNOLOGY

Number of Graduates	5
Number of Returns	2
Percentage of Responses	40%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	2	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE CIVIL ENGINEERING TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
d. Safety features in the labs	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	1	50%	1	50%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	1	50%	0	0%	1	50%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE CIVIL ENGINEERING TECHNOLOGY PROGRAM												
a. Write & present technical reports	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
b. Perform surveying calculations	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
c. Meet minimum plat recordation standards	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
d. Maintain survey records	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
e. Research unit costs & prepare estimate calculations	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
f. Assist in design of water distribution systems	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
g. Assist in road layouts including plan and profile	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
h. Prepare project design using CAD System	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the CIVIL ENGINEERING TECHNOLOGY Program prepared you for employment in your field?	1	50%	1	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select CIVIL ENGINEERING TECHNOLOGY?	1	50%	0	0%	1	50%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	1	50%	1	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	50%	0	0%	0	0%	0	0%	1	50%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the CIVIL ENGINEERING TECHNOLOGY field?	0	0%	2	100%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
CIVIL ENGINEERING TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of CIVIL ENGINEERING TECHNOLOGY graduates?**

   Need a program for dealing with public relations. More emphasis on formal and informal documents; engineering related.

5. **Which statement best describes how you think the CIVIL ENGINEERING TECHNOLOGY Program prepared you for employment in your field?**

   The surveying classes offered at HGTC do not go in depth enough into the computer side of surveying. We used computers every day and were not fully taught how to use the basics. In AutoCAD, the industries' standards should be more explained.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

   The only way it improved my life was by teaching me to be more mature. It also taught me that things aren't always what they seem.

9. **What are the strengths of the CIVIL ENGINEERING TECHNOLOGY Program?**

   The strength of the CET Program was *(Instructor)*. He was an excellent teacher and advisor who was very knowledgeable in all of the subjects he taught. For a two-year program, CET enabled me to get a good job with a head start on others in the same field.

10. **What are the weaknesses of the CIVIL ENGINEERING TECHNOLOGY Program?**

    Too much material and not enough time. For example, roadway design is a major part of my job and I did not have enough experience from school to do the job as I feel I should be.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    The counselors need to learn what courses transfer. If a better explanation is needed, feel free to call.

    Surveyors need a class on Terra Modeling, experience running a Data Collector, and the ability to know how to transfer points onto a computer program. As many students at Tech are graduating, serious thought should be considered in starting a four-year program in CET. There would be an excellent turnout.

GRADUATE FOLLOW-UP STUDY

1. Please rate the CIVIL ENGINEERING TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the CIVIL ENGINEERING TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Write & present technical reports	☐	☐	☐	☐	☐	☐
b. Perform surveying calculations	☐	☐	☐	☐	☐	☐
c. Meet minimun plat recordation standards	☐	☐	☐	☐	☐	☐
d. Maintain survey records	☐	☐	☐	☐	☐	☐
e. Research unit costs & prepare estimate calculations	☐	☐	☐	☐	☐	☐
f. Assist in design of water distribution systems	☐	☐	☐	☐	☐	☐
g. Assist in road layouts including plan & profile	☐	☐	☐	☐	☐	☐
h. Prepare project design using CAD System	☐	☐	☐	☐	☐	☐

CET3 <«No»>

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of CIVIL ENGINEERING TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the CIVIL ENGINEERING TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select CIVIL ENGINEERING TECHNOLOGY? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the CIVIL ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the CIVIL ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CIVIL ENGINEERING TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CIVIL ENGINEERING TECHNOLOGY

Number of Employers Surveyed	3
Number of Returns	3
Percentage of Responses	100%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Write & present technical reports	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
b. Perform surveying calculations	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
c. Meet minimum plat recordation standards	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
d. Maintain survey records	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
e. Research unit costs & prepare estimate calculations	0	0%	0	0%	3	100%	0	0%	0	0%	0	0%
f. Assist in design of water distribution systems	1	33%	0	0%	0	0%	0	0%	0	0%	2	67%
g. Assist in road layouts including plan & profile	1	33%	0	0%	1	33%	0	0%	0	0%	1	33%
h. Prepare project design using CAD System	1	33%	0	0%	0	0%	0	0%	0	0%	2	67%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	0	0%	2	67%	0	0%	0	0%	0	0%	1	33%
i. The student should be able to display what is ethical and professional conduct.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the CIVIL ENGINEERING TECHNOLOGY field?	2	67%	1	33%	0	0%	0	0%	0	0%

	Yes		No		Uncertai	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another CIVIL ENGINEERING TECHNOLOGY graduate from Horry-Georgetown Technical College?	3	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
CIVIL ENGINEERING TECHNOLOGY PROGRAM

6. **What do you think are the strengths of the College's CIVIL ENGINEERING TECHNOLOGY Program?**

Preparation to function in applying higher maths

You have quality staff

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 CIVIL ENGINEERING TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?
- ☐ Yes (Please complete the questions and return as soon as possible)
- ☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Write & present technical reports	☐	☐	☐	☐	☐	☐
b. Perform surveying calculations	☐	☐	☐	☐	☐	☐
c. Meet minimum plat recordation standards	☐	☐	☐	☐	☐	☐
d. Maintain survey records	☐	☐	☐	☐	☐	☐
e. Research unit costs & prepare estimate calculations	☐	☐	☐	☐	☐	☐
f. Assist in design of water distribution systems	☐	☐	☐	☐	☐	☐
g. Assist in road layouts including plan & profile	☐	☐	☐	☐	☐	☐
h. Prepare project design using CAD System	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE CIVIL ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

CET3

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3. Please list any additional general or technical competencies that should be considered for inclusion in the CIVIL ENGINEERING TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CIVIL ENGINEERING TECHNOLOGY field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, wouid you consider hiring another CIVIL ENGINEERING TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______________________________
☐ Uncertain (please explain) ______________________________

6. What do you think are the strengths of the College's CIVIL ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's CIVIL ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our CIVIL ENGINEERING TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

CET3

COBOL Programming

COBOL PROGRAMMING

Number of Graduates	1	1 Graduate Also Received
Number of Returns	0	Other Awards: 1 MSO7 Certificate
Percentage of Responses	0%	

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE COBOL PROGRAMMING PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE COBOL PROGRAMMING PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE COBOL PROGRAMMING PROGRAM												
a. Analyze a need and design a program to meet it	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Write a program in COBOL	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Maintain existing programs by making corrections and updates	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the COBOL PROGRAMMING Program prepared you for employment in your field?	0	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select COBOL PROGRAMMING?	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	0	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the COBOL PROGRAMMING field?	0	0%	0	0%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

GRADUATE FOLLOW-UP STUDY

1. Please rate the COBOL PROGRAMMING Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE COBOL PROGRAMMING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the COBOL PROGRAMMING Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE COBOL PROGRAMMING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE COBOL PROGRAMMING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Analyze a need and design a program to meet it	☐	☐	☐	☐	☐	☐
b. Write a program in COBOL	☐	☐	☐	☐	☐	☐
c. Maintain existing programs by making corrections and updates	☐	☐	☐	☐	☐	☐

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CPR6 (5/98) <<No>>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of COBOL PROGRAMMING graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the COBOL PROGRAMMING Program prepared you for employment in your field? (Please check only one response)

   ☐ Very Adequate Preparation
   ☐ Adequate Preparation
   ☐ Inadequate Preparation (please explain)
   ☐ Very Inadequate Preparation (please explain)
   ☐ Uncertain (please explain)

6. If you could select your major over again, would you select COBOL PROGRAMMING? (Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   ☐ Very Satisfied
   ☐ Satisfied
   ☐ Dissatisfied (please explain)
   ☐ Very Dissatisfied (please explain)
   ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

9. What are the strengths of the COBOL PROGRAMMING Program? (Write NONE if you have no comment)

10. What are the weaknesses of the COBOL PROGRAMMING Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the COBOL PROGRAMMING field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CPR6 (5/98)

Computer Data Processing Assistant

COMPUTER DATA PROCESSING

Number of Graduates	2
Number of Returns	1
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE COMPUTER DATA PROCESSING PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	0	0%	0	0%	1	100%	0	0%	0	0%
h. Availability of courses in your major	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE COMPUTER DATA PROCESSING PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE COMPUTER DATA PROCESSING PROGRAM												
a. Write program code using several programming languages.	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
b. Read and interpret program specifications	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
c. Boot and shut down equipment properly	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. Maintain backup files and programs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. Use a spreadsheet	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. Use a database with a query language	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Use a word processor	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
h. Demonstrate proficiency in computer hardware components	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
i. Use current PC operating systems	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the COMPUTER DATA PROCESSING Program prepared your for employment in your field?	0	0%	1	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select COMPUTER DATA PROCESSING?	0	0%	0	0%	1	100%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	1	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the COMPUTER DATA PROCESSING field?	0	0%	0	0%	1	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
COMPUTER DATA PROCESSING ASSISTANT PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of COMPUTER DATA PROCESSING ASSISTANT graduates?**

   English – more essays; Social Studies & Science – more hands-on materials; and math – nothing really. HGTC Library can supply you with all material. I had *(Instructor)* known as Mrs. Hard, and I would borrow a tape or two every week for better math skills. Then, the textbook and extra hours of studying paid off. Thank You!

5. **Which statement best describes how you think the of COMPUTER DATA PROCESSING ASSISTANT Program prepared you for employment in your field?**

   I'm happy with my education, but I would have to move out of my town just to have a good paying job.

6. **If you could select your major over again, would you select of COMPUTER DATA PROCESSING ASSISTANT?**

   I would try to accomplish my family and my goal, a degree in COMPUTER TECHNOLOGY, not a diploma!

9. **What are the strengths of the of COMPUTER DATA PROCESSING ASSISTANT Program?**

   The strength of the CDPA Program allows anyone to work on the basic computer and other applications. On my PC, setting up my icons and copy, cut, and paste functions are easy.

10. **What are the weaknesses of the of COMPUTER DATA PROCESSING ASSISTANT Program?**

    The weakness is less Excel is given in this program.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    More teachers, like *(Instructor)*, *(Instructor)*, *(Instructor)* ('93 Intro Computer teacher), and *(Instructor)*.

GRADUATE FOLLOW-UP STUDY

1. Please rate the COMPUTER DATA PROCESSING ASSISTANT Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE COMPUTER DATA PROCESSING ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the COMPUTER DATA PROCESSING ASSISTANT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE COMPUTER DATA PROCESSING ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE COMPUTER DATA PROCESSING ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Write program code using several programming languages	☐	☐	☐	☐	☐	☐
b. Read and interpret program specifications	☐	☐	☐	☐	☐	☐
c. Boot and shut down equipment properly	☐	☐	☐	☐	☐	☐
d. Use a spreadsheet	☐	☐	☐	☐	☐	☐
e. Maintain backup files and programs	☐	☐	☐	☐	☐	☐
f. Use a database with a query language	☐	☐	☐	☐	☐	☐
g. Use a word processor	☐	☐	☐	☐	☐	☐
h. Demonstrate proficiency in computer hardware components	☐	☐	☐	☐	☐	☐
i. Use current PC operating systems	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of COMPUTER DATA PROCESSING ASSISTANT graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the COMPUTER DATA PROCESSING ASSISTANT Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. f you could select your major over again, would you select COMPUTER DATA PROCESSING ASSISTANT? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the COMPUTER DATA PROCESSING ASSISTANT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the COMPUTER DATA PROCESSING ASSISTANT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the COMPUTER DATA PROCESSING ASSISTANT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CDP1

Computer Technology

COMPUTER TECHNOLOGY

Number of Graduates	16
Number of Returns	4
Percentage of Responses	25%

8 Graduates Also Received
Other Awards: 6 CDP1 Diplomas,
7 CPR6 Certificates, and
6 MSO7 Certificates

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE COMPUTER TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	1	25%	0	0%	2	50%	1	25%	0	0%	0	0%
b. Assistance provided to you by your advisor	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
e. Quality of course content	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	50%	0	0%	1	25%	1	25%	0	0%	0	0%
g. Willingness of faculty to help	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
h. Availability of courses in your major	0	0%	1	25%	2	50%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE COMPUTER TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
c. Space/size of the labs	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
d. Safety features in the labs	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	25%	0	0%	3	75%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE COMPUTER TECHNOLOGY												
a. Write program code using several programming languages	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
b. Read and interpret program specifications	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
c. Boot and shut down equipment properly	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
d. Maintain backup files and programs	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
e. Use a spreadsheet	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
f. Use a database with a query language	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
g. Use a word processor	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
h. Demonstrate proficiency in computer hardware components	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%
i. Use current PC operating systems	2	50%	0	0%	2	50%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the COMPUTER TECHNOLOGY Program prepared you for employment in your field?	2	50%	2	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Defintely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select COMPUTER TECHNOLOGY?	3	75%	1	25%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	50%	2	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Defintely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	75%	1	25%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the COMPUTER TECHNOLOGY field?	2	50%	1	25%	1	25%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
COMPUTER TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of COMPUTER TECHNOLOGY graduates?**

   Use software apps in instruction—use templates, wizards, etc. to simulate real world situations and to expose availability in supporting users (English/Math/Accounting), psych/human sciences—dealing with frustrated users, roles of support personnel.

   Make them transferable to four-year colleges

9. **What are the strengths of the COMPUTER TECHNOLOGY Program?**

   Faculty; Program Development & Implementation; Software applications

   The faculty members are the strengths of the Computer Technology Program.

   Friendly teachers

10. **What are the weaknesses of the COMPUTER TECHNOLOGY Program?**

    Networking; troubleshooting existing programs

    Delayed equipment funding is a weakness of the Computer Technology Program.

    Need up-to-date PC's in Hardware class. When breaking down PC's, they were 2886's, should be same type of PC's used in the business world.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    More advanced continuing education/night courses (Coastal doesn't offer night classes in advanced topics).

    Continue to make more courses transferable to four-year colleges.

    Bigger Library

GRADUATE FOLLOW-UP STUDY

1. Please rate the COMPUTER TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE COMPUTER TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the COMPUTER TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE COMPUTER TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE COMPUTER TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Write program code using several programming languages	☐	☐	☐	☐	☐	☐
b. Read and interpret program specifications	☐	☐	☐	☐	☐	☐
c. Boot and shut down equipment properly	☐	☐	☐	☐	☐	☐
d. Maintain backup files and programs	☐	☐	☐	☐	☐	☐
e. Use a spreadsheet	☐	☐	☐	☐	☐	☐
f. Use a database with a query language	☐	☐	☐	☐	☐	☐
g. Use a word processor	☐	☐	☐	☐	☐	☐
h. Demonstrate proficiency in computer hardware components	☐	☐	☐	☐	☐	☐
i. Use current PC operating systems	☐	☐	☐	☐	☐	☐

CPT3 <«No»>

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of COMPUTER TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the COMPUTER TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select COMPUTER TECHNOLOGY? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

CPT3

9. What are the strengths of the COMPUTER TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the COMPUTER TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the COMPUTER TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CPT3

COMPUTER TECHNOLOGY

Number of Employers Surveyed	8
Number of Returns	6
Percentage of Responses	75%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Prepare system design, including specifications	1	17%	1	17%	1	17%	1	17%	0	0%	2	33%
b. Write program code using a variety of languages	2	33%	2	33%	0	0%	0	0%	0	0%	2	33%
c. Distinguish between types of database, i.e., relational, network, hierarchical, etc.	3	50%	1	17%	0	0%	0	0%	0	0%	2	33%
d. Read and interpret program specifications	3	50%	1	17%	0	0%	0	0%	0	0%	2	33%
e. Boot and shut down equipment properly	4	67%	1	17%	1	17%	0	0%	0	0%	0	0%
f. Maintain backup files and programs	3	50%	1	17%	1	17%	0	0%	0	0%	1	17%
g. Distinguish between characteristics of data communication/networking software and hardware	2	33%	1	17%	1	17%	1	17%	0	0%	1	17%
h. Use a spreadsheet	2	33%	3	50%	0	0%	0	0%	0	0%	0	0%
i. Use a database with a query language	3	50%	2	33%	1	17%	0	0%	0	0%	0	0%
j. Use a word processor	4	67%	1	17%	1	17%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	2	33%	0	0%	3	50%	0	0%	0	0%	1	17%
b. The student should be able to communicate orally.	1	17%	1	17%	3	50%	0	0%	0	0%	1	17%
c. The student should be able to follow written instructions.	3	50%	2	33%	1	17%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	3	50%	2	33%	1	17%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	2	33%	2	33%	1	17%	0	0%	0	0%	1	17%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	2	33%	2	33%	1	17%	1	17%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	4	67%	1	17%	1	17%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	4	67%	1	17%	1	17%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	4	67%	1	17%	0	0%	1	17%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	3	50%	2	33%	1	17%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the COMPUTER TECHNOLOGY field?	3	50%	0	0%	3	50%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another COMPUTER TECHNOLOGY graduate from Horry-Georgetown Technical College?	6	100%	0	0%	0	0%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
COMPUTER TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the COMPUTER TECHNOLOGY Program.**

   Technical: Self-awareness of personal limitation. General: Awareness of departmental policy and politics.

   (Business) uses Oracle and it would be great if your graduates were trained in this language.

6. **What do you think are the strengths of the College's COMPUTER TECHNOLOGY Program?**

   The ability to advance with technology.

7. **What do you think are the weaknesses of the College's COMPUTER TECHNOLOGY Program?**

   Preparing students to be responsible for their actions with new technology.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 COMPUTER TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE COMPUTER TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Prepare system design, including specifications	☐	☐	☐	☐	☐	☐
b. Write program code using a variety of languages	☐	☐	☐	☐	☐	☐
c. Distinguish between types of database, ie. Relational, network, hierarchical, etc.	☐	☐	☐	☐	☐	☐
d. Read and interpret program specifications	☐	☐	☐	☐	☐	☐
e. Boot and shut down equipment properly	☐	☐	☐	☐	☐	☐
f. Maintain backup files and programs	☐	☐	☐	☐	☐	☐
g. Distinguish between characteristics of data communication/networking software and hardware	☐	☐	☐	☐	☐	☐
h. Use a spreadsheet	☐	☐	☐	☐	☐	☐
i. Use a database with a query language	☐	☐	☐	☐	☐	☐
j. Use a word processor	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE COMPUTER TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

CPT3 <«No»>

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3. Please list any additional general or technical competencies that should be considered for inclusion in the COMPUTER TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the COMPUTER TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another COMPUTER TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's COMPUTER TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's COMPUTER TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our COMPUTER TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

CPT3

Computerized Accounting

COMPUTERIZED ACCOUNTING

Number of Graduates	2
Number of Returns	1
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE COMPUTERIZED ACCOUNTING PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE COMPUTERIZED ACCOUNTING PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/state-of-the-art	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE COMPUTERIZED ACCOUNTING PROGRAM												
a. The student should be able to communicate in writing.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve math problems on the job.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropiately to solve them.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace & society.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the COMPUTERIZED ACCOUNTING Program prepared you for employment in your field?	0	0%	0	0%	1	100%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select COMPUTERIZED ACCOUNTING?	0	0%	0	0%	0	0%	1	100%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	1	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	0	0%	1	100%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the COMPUTERIZED ACCOUNTING field?	0	0%	0	0%	1	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
COMPUTERIZED ACCOUNTING PROGRAM

5. **Which statement best describes how you think the COMPUTERIZED ACCOUNTING Program prepared you for employment in your field?**

   Because of availability in finding a job. Students should be prepared to know just because you go to school, you can't get a job without experience in the field.

6. **If you could select your major over again, would you select COMPUTERIZED ACCOUNTING?**

   There are not enough subjects to get a job.

9. **What are the strengths of the COMPUTERIZED ACCOUNTING Program?**

   You get to experience new things—a variety of classes.

10. **What are the weaknesses of the COMPUTERIZED ACCOUNTING Program?**

    Not enough for job requirements.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    The only thing I didn't enjoy was the tele-class. When you have a student out of high school for a while, it's hard to grasp to a T. V. monitor.

Additional Comments:

There were promises of jobs—where are they?

GRADUATE FOLLOW-UP STUDY

1. Please rate the COMPUTERIZED ACCOUNTING Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE COMPUTERIZED ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the COMPUTERIZED ACCOUNTING Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE COMPUTERIZED ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE COMPUTERIZED ACCOUNTING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instruction	☐	☐	☐	☐	☐	☐
d. Able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or group in a multiculture workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

CPA7 <•No•>

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of COMPUTERIZED ACCOUNTING graduates? (Write NONE if you have no comment)

5. **Which statement best describes how you think the COMPUTERIZED ACCOUNTING Program prepared you for employment in your field? (Please check only one response)**

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. **If you could select your major over again, would you select COMPUTERIZED ACCOUNTING? (Please check only one response)**

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?** (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

CPA7

9. What are the strengths of the COMPUTERIZED ACCOUNTING Program? (Write NONE if you have no comment)

10. What are the weaknesses of the COMPUTERIZED ACCOUNTING Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the COMPUTERIZED ACCOUNTING field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

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THANK YOU FOR YOUR RESPONSES!

CPA7

Criminal Justice Technology

CRIMINAL JUSTICE TECHNOLOGY

Number of Graduates	49
Number of Returns	9
Percentage of Responses	18%

1 Graduate Also Received
Other Awards: 1 CRJ7 Certificate

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	7	78%	2	22%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	7	78%	2	22%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	7	78%	2	22%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	3	33%	4	44%	1	11%	0	0%	0	0%	1	11%
e. Quality of course content	4	44%	4	44%	1	11%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	5	56%	3	33%	1	11%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	6	67%	2	22%	1	11%	0	0%	0	0%	0	0%
h. Availability of courses in your major	5	56%	4	44%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE CRIMINAL JUSTICE TECHNOLOGY												
a. Condition of classroom/lecture facilities	1	11%	0	0%	8	89%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	1	11%	0	0%	5	56%	0	0%	0	0%	3	33%
c. Space/size of the labs	1	11%	2	22%	3	33%	0	0%	0	0%	3	33%
d. Safety features in the labs	1	11%	2	22%	2	22%	0	0%	0	0%	4	44%
e. Availability of equipment in the labs	1	11%	1	11%	3	33%	0	0%	0	0%	4	44%
f. Condition of equipment in the labs	2	22%	0	0%	3	33%	0	0%	0	0%	4	44%
g. Equipment in the labs is up-to-date/ state-of-the-art	1	11%	1	11%	3	33%	0	0%	0	0%	4	44%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM												
a. Identify proper methods to make arrests	5	56%	2	22%	2	22%	0	0%	0	0%	0	0%
b. Describe the best ways to investigate traffic	2	22%	2	22%	2	22%	2	22%	0	0%	1	11%
c. Define constitutional guidelines for arrest, restraining, & search processes	6	67%	3	33%	0	0%	0	0%	0	0%	0	0%
d. Demonstrate procedures to prepare reports using correct grammar & forms	2	22%	1	11%	4	44%	2	22%	0	0%	0	0%
e. Demonstrate knowledge of general courtroom procedures	6	67%	2	22%	1	11%	0	0%	0	0%	0	0%
f. Define Professional/Personal attributes of ethics & integrity	7	78%	1	11%	1	11%	0	0%	0	0%	0	0%
g. Exhibit effective, professional communication-2 way/public	5	56%	3	33%	0	0%	1	11%	0	0%	0	0%
h. Indicate knowledge of administrative work schedules, special events	4	44%	2	22%	3	33%	0	0%	0	0%	0	0%
i. Identify general patrol procedures for MV-violations, accidents, etc.	3	33%	1	11%	2	22%	3	33%	0	0%	0	0%
j. Explain methods of training-use of force, constitutional mandates	3	33%	2	22%	2	22%	1	11%	1	11%	0	0%

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	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the CRIMINAL JUSTICE TECHNOLOGY Program prepared you for employment in your field?	4	44%	3	33%	0	0%	0	0%	2	22%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select CRIMINAL JUSTICE TECHNOLOGY?	5	56%	2	22%	1	11%	0	0%	1	11%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	6	67%	3	33%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	5	56%	4	44%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the CRIMINAL JUSTICE TECHNOLOGY field?	5	56%	3	33%	1	11%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
CRIMINAL JUSTICE TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of the CRIMINAL JUSTICE TECHNOLOGY graduates?**

Make all Departments work together when field trips, etc. are offered to students.

I think stressing more English courses would help better communication gaps that exist. I work in the Records section of a local police department and believe me…it would be of assistance to the departments.

5. **Which statement best describes how you think the CRIMINAL JUSTICE TECHNOLOGY program prepared you for employment in your field?**

I chose to pursue a different career, so I don't know how prepared I would have been had I become employed in Law Enforcement.

I was already employed in law enforcement. I am sure it would have greatly helped.

6. **If you could select your major over again, would you select CRIMINAL JUSTICE TECHNOLOGY?**

I think that the Criminal Justice Program at HGTC is overall very good and I would recommend it. But, for me personally, my interests have changed.

I would chose Paralegal degree.

9. **What are the strengths of the CRIMINAL JUSTICE TECHNOLOGY Program?**

Coverage of Federal/State Statutes; Courtroom procedures (mock trial)

(Instructor)—I heard he was retiring and I feel he will be greatly missed by all his students. He was a great asset to HGTC.

Teacher availability. Experience of teachers who have worked in law enforcement.

(Instructor) is the Criminal Justice Program there. He motivates students and gives them honest advice. He is a wonderful leader!

Enhance a resume' and prepare a student for law enforcement career. Familiarize students with what to expect in law enforcement. Teach the law and how it applies. Prepares student for paperwork.

The Constitutional Law course was one of the most memorable classes for the simple reason – I use it every day now.

The teachers seem to be knowledgeable in the field and have the on-the-job experience to explain things where students understand.

Great Instructors and Helpful Staff

10. What are the weaknesses of the CRIMINAL JUSTICE TECHNOLOGY Program?

Lack of teaching on the practical areas of being an officer. (Day-to-day situations that officers deal with)

Sometimes there was too much personal opinion on what the teacher thought was justice for people who committed offenses.

Need more hands-on experience.

The objectives for the entire program were not known until graduation. Ex., I never learned about traffic stops and that was on our evaluation.

The only thing I see is that the teachers have so much material to try to cover and didn't have the adequate amount of time.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

More variety of majors

More student activities—more comfortable atmosphere

Cafeteria. Labs for the Criminal Justice work. Job placement help is not good for Criminal Justice students.

My personal opinion is that *(Instructor)* and *(Instructor)* were of the biggest help to me. Their experience was as much of a teacher as an aide. Keeping them teaching would be my only suggestion for HGTC.

GRADUATE FOLLOW-UP STUDY

1. Please rate the CRIMINAL JUSTICE TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the CRIMINAL JUSTICE TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Identify proper methods to make arrests.	☐	☐	☐	☐	☐	☐
b. Describe the best ways to investigate traffic.	☐	☐	☐	☐	☐	☐
c. Define constitutional guidelines for arrest, restraining, & search processes	☐	☐	☐	☐	☐	☐
d. Demonstrate procedures to prepare reports using correct grammar & forms	☐	☐	☐	☐	☐	☐
e. Demonstrate knowledge of general courtroom procedures	☐	☐	☐	☐	☐	☐
f. Define Professional/Personal attributes of ethics & integrity	☐	☐	☐	☐	☐	☐
g. Exhibit effective, professional communication-2 way/public	☐	☐	☐	☐	☐	☐
h. Indicate knowledge of administrative work schedules, special events	☐	☐	☐	☐	☐	☐
i. Identify general patrol procedures for MV/violations, accidents, etc.	☐	☐	☐	☐	☐	☐
j. Explain methods of training-use of force, constitutional mandates.	☐	☐	☐	☐	☐	☐

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CRJ3 <•No•>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of CRIMINAL JUSTICE TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the CRIMINAL JUSTICE TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

   ☐ Very Adequate Preparation
   ☐ Adequate Preparation
   ☐ Inadequate Preparation (please explain)
   ☐ Very Inadequate Preparation (please explain)
   ☐ Uncertain (please explain)

6. If you could select your major over again, would you select CRIMINAL JUSTICE TECHNOLOGY? (Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? **(Please check only one response)**

   ☐ Very Satisfied
   ☐ Satisfied
   ☐ Dissatisfied (please explain)
   ☐ Very Dissatisfied (please explain)
   ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

9. What are the strengths of the CRIMINAL JUSTICE TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the CRIMINAL JUSTICE TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CRIMINAL JUSTICE TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CRJ3

CRIMINAL JUSTICE TECHNOLOGY

Number of Employers Surveyed	16
Number of Returns	6
Percentage of Responses	38%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Identify proper methods to make arrests	2	33%	1	17%	2	33%	0	0%	0	0%	1	17%
b. Describe the best ways to investigate traffic	2	33%	0	0%	3	50%	0	0%	0	0%	1	17%
c. Define constitutional guidelines for arrest, restraining and search processes	2	33%	0	0%	3	50%	0	0%	0	0%	1	17%
d. Demonstrate procedures to prepare reports using correct grammar and forms	1	17%	3	50%	1	17%	0	0%	0	0%	1	17%
e. Demonstrate knowledge of general courtroom procedures	2	33%	1	17%	2	33%	0	0%	0	0%	1	17%
f. Define Professional/Personal attributes of ethics and integrity	1	17%	3	50%	2	33%	0	0%	0	0%	0	0%
g. Exhibit effective, professional communication - 2-way/public	2	33%	1	17%	3	50%	0	0%	0	0%	0	0%
h. Indicate knowledge of administrative work schedules, special events	2	33%	1	17%	3	50%	0	0%	0	0%	0	0%
i. Identify general patrol procedures for MV-violations, accidents, etc.	2	33%	1	17%	2	33%	0	0%	0	0%	1	17%
j. Explain methods of training-use of force, constitutional mandates	2	33%	1	17%	2	33%	0	0%	0	0%	1	17%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	2	33%	3	50%	1	17%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	3	50%	1	17%	2	33%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	3	50%	1	17%	2	33%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	3	50%	1	17%	2	33%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	2	33%	2	33%	1	17%	0	0%	0	0%	1	17%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	17%	3	50%	2	33%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	2	33%	1	17%	3	50%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	2	33%	1	17%	3	50%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	2	33%	3	50%	1	17%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	33%	1	17%	3	50%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the CRIMINAL JUSTICE TECHNOLOGY field?	2	33%	2	33%	2	33%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another CRIMINAL JUSTICE TECHNOLOGY graduate from Horry-Georgetown Technical College?	6	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
CRIMINAL JUSTICE TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the CRIMINAL JUSTICE TECHNOLOGY Program.**

   N/A because telecommunicators are not allowed to use their knowledge to decide if a caller gets an officer. It really cannot be applied, however helps to understand the laws.

   Public Relations—Dealing courteously and professionally with citizens and complainants.

   Dealing with hostile/irate citizens and complainants.

6. **What do you think are the strengths of the College's CRIMINAL JUSTICE TECHNOLOGY Program?**

   Working with students that are working in law enforcement jobs thus allowing them to attend classes and continue to work.

   Willing to work around the schedules of students who are already serving as law enforcement officers. Allows them to attend classes and still be able to work.

   Doing a very good job. Keep up the good work.

   Close relationship shared with the local law enforcement agencies.

   Works well with working students.

8. **What suggestions do you have for improving our CRIMINAL JUSTICE TECHNOLOGY Program to better meet your needs?**

   Training in public relations. Learning to deal with irate citizens and complainants while maintaining a sense of professionalism and being cautious.

   Would like to see more emphasis put on public relations part of job. The need and importance to be polite and professional at all times.

   Co-sponsoring more specialized training courses with local agencies.

Additional Comments:

Keep up the good work-*(Employer)*

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 CRIMINAL JUSTICE TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?
☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Identify proper methods to make arrests	☐	☐	☐	☐	☐	☐
b. Describe the best ways to investigate traffic	☐	☐	☐	☐	☐	☐
c. Define constitutional guidelines for arrest, restraining & search processes	☐	☐	☐	☐	☐	☐
d. Demonstrate procedures to prepare reports using correct grammar & forms	☐	☐	☐	☐	☐	☐
e. Demonstrate knowledge of general courtroom procedures	☐	☐	☐	☐	☐	☐
f. Define Professional/Personal attributes of ethics & integrity	☐	☐	☐	☐	☐	☐
g. Exhibit effective, professional communication-2 way/public	☐	☐	☐	☐	☐	☐
h. Indicate knowledge of administrative work schedules, special events	☐	☐	☐	☐	☐	☐
i. Identify general patrol procedures for MV-violations, accidents, etc.	☐	☐	☐	☐	☐	☐
j. Explain methods of Training-use of force, constitutional mandates	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE CRIMINAL JUSTICE TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

CRJ3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the CRIMINAL JUSTICE TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CRIMINAL JUSTICE TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another CRIMINAL JUSTICE TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's CRIMINAL JUSTICE TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's CRIMINAL JUSTICE TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our CRIMINAL JUSTICE TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

CRJ3

Culinary Arts Technology

CULINARY ARTS PROGRAM

Number of Graduates	14
Number of Returns	3
Percentage of Responses	21%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE CULINARY ARTS PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE CULINARY ARTS PROGRAM												
a. Condition of classroom/lecture facilities	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
c. Space/size of the labs	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/state-of-the-art	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE CULINARY ARTS PROGRAM												
a. Produce products utilizing the basic principles of baking	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
b. Perform and communicate proper service techniques	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
c. Determine food/labor costs and percentages	0	0%	2	67%	0	0%	1	33%	0	0%	0	0%
d. Identify, fabricate and prepare various meats, seafood, poultry and game	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
e. Identify and prepare compound sauces from five mother sauces	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
f. Demonstrate cooking techniques & storage principles for maxium retention of nutrients	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
g. Identify and prepare various vegetables, starches, and farinaceous items	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
h. Apply the overall concept of purchasing and receiving practices in the food service industry	0	0%	1	33%	1	33%	1	33%	0	0%	0	0%
i. Use acceptable procedures when preparing/storing potentially hazardous foods	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
j. Identify temperature danger zone & maintain foods within zones	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the CULINARY ARTS PROGRAM prepared you for employment in your field?	0	0%	3	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select CULINARY ARTS PROGRAM?	0	0%	2	67%	1	33%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	3	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	0	0%	2	67%	1	33%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the CULINARY ARTS field?	0	0%	3	100%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
CULINARY ARTS TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of CULINARY ARTS TECHNOLOGY graduates?**

   Math should be geared more to culinary equations, besides a refresher course in basic math. English—none. Philosophy—I suppose it depended on the instructor, but I don't feel it should have been required.

5. **Which statement best describes how you think the CULINARY ARTS TECHNOLOGY Program prepared you for employment in your field?**

   They prepare you in general knowledge more than anything else does. Experience is the best way to learn, like with our internship.

6. **If you could select your major over again, would you select CULINARY ARTS TECHNOLOGY?**

   I didn't learn as much as I thought I would. Maybe that's my fault, but I would probably take a computer or business type major.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

   I think my life hasn't changed at all.

9. **What are the strengths of the CULINARY ARTS TECHNOLOGY Program?**

   (Chef Instructor) – major strength. *(Chef Instructor)*, too.

   Better prepared me for the industry.

   It gave me some new experiences on cooking.

10. **What are the weaknesses of the CULINARY ARTS TECHNOLOGY Program?**

    Kind of a laid back course. Almost too easy at times.

    Placement – if I were not a self-motivator, I'd be in trouble.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    Expand the bookstore. Organize the offices better. Make it less of a hassle to pay tuition and get your books. I suppose have more staff on hand during registration to make it go quicker. Add a Teaching Course.

    Placement

    Keep doing the good job that they are doing.

GRADUATE FOLLOW-UP STUDY

1. Please rate the CULINARY ARTS TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE CULINARY ARTS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the CULINARY ARTS TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE CULINARY ARTS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CULINARY ARTS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Produce products utilizing the basic principles of baking	☐	☐	☐	☐	☐	☐
b. Perform and communicate proper service techniques	☐	☐	☐	☐	☐	☐
c. Determine food/labor costs and percentages	☐	☐	☐	☐	☐	☐
d. Identify, fabricate and prepare various meats, seafood, poultry and game	☐	☐	☐	☐	☐	☐
e. Identify and prepare compound sauces from five mother sauces	☐	☐	☐	☐	☐	☐
f. Demonstrate cooking techniques & storage principles for maximum retention of nutrients	☐	☐	☐	☐	☐	☐
g. Identify and prepare various vegetables, starches, and farinaceous items	☐	☐	☐	☐	☐	☐
h. Apply the overall concept of purchasing and receiving practices in the food service industry	☐	☐	☐	☐	☐	☐
i. Use acceptable procedures when preparing/storing potentially hazardous foods	☐	☐	☐	☐	☐	☐
j. Identify temperature danger zone & maintain foods within zones	☐	☐	☐	☐	☐	☐

CAT3 <•No•>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of CULINARY ARTS TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the CULINARY ARTS TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select CULINARY ARTS TECHNOLOGY? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

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9. What are the strengths of the CULINARY ARTS TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the CULINARY ARTS TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CULINARY ARTS TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

CAT3

CULINARY ARTS TECHNOLOGY

Number of Employers Surveyed	8
Number of Returns	5
Percentage of Responses	63%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**
a. Produce products utilizing the basic principles of baking	0	0%	0	0%	1	20%	0	0%	0	0%	0	0%
b. Perform and communicate proper service techniques	0	0%	0	0%	1	20%	0	0%	0	0%	0	0%
c. Determine food/labor costs and percentages	0	0%	1	20%	0	0%	0	0%	0	0%	0	0%
d. Identify, fabricate and prepare various meats, seafood, poultry and game	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Identify and prepare compound sauces from five mother sauces	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Demonstrate cooking techniques and storage principles for maximum retention of nutrients	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Identify and prepare various vegetables, starches, and farinaceous items	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Apply the overall concept of purchasing and receiving practices in the food service industry	0	0%	1	20%	0	0%	0	0%	0	0%	0	0%
i. Use acceptable procedures when preparing/storing potentially hazardous foods	0	0%	0	0%	1	20%	0	0%	0	0%	0	0%
j. Identify temperature danger zone & maintain foods within zones	0	0%	1	20%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	0	0%	1	20%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	20%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	0	0%	1	20%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	20%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	20%	0	0%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	2	40%	2	40%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	20%	3	60%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	40%	2	40%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the CULINARY ARTS TECHNOLOGY field?	2	40%	0	0%	2	40%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another CULINARY ARTS TECHNOLOGY graduate from Horry-Georgetown Technical College?	5	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
CULINARY ARTS TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the CULINARY ARTS TECHNOLOGY Program.**

   More garde manger with pates, terrine, mousses, cold sauces, etc.; Garde manger is one of the most interesting and fascinating parts of the culinary arts. The students enjoy it.

   More garde manger: with pates, terrines, gallohtines, mayonnaise, etc. and more in depth with the butchering of meats and filleting of fish

5. **If you had an opening, would you consider hiring another CULINARY ARTS TECHNOLOGY graduate from Horry-Georgetown Technical College?**

   I always call Chef *(Instructor)*.

6. **What do you think are the strengths of the College's CULINARY ARTS TECHNOLOGY Program?**

   Proper teaching and training; also, placement

   Chefs *(Instructor)*, *(Instructor)*, and *(Instructor)* are all great chefs/instructors. I like how the students seem to have some freedom in their classroom kitchens in order to experiment with food.

   The sanitation on hospitality programs, the teaching of speed behind the hot line as 4 out of 5 of your past students, my cooks, are extremely quick under pressure.

   Being a graduate myself, the basic skills learned are well thought out and executed by the faculty. *(Graduate)* seemed to remember much of the terminology and French translations learned.

   (Instructor)

7. **What do you think are the weaknesses of the College's CULINARY ARTS TECHNOLOGY Program?**

   The personal appearance of each student in class should be more enforced. All, not some, students should be clean-shaven, have clean black shoes (not sneakers), and have clean, fresh jackets and pants. Most of the students understand and abide by this, but some don't. A future chef's appearance must be clean, neat, and professional.

   All 5 of your past students all commented on how they wish there were more in depth garde manger classes. The 5 also seem a little weak on the butchering of meats and filleting of fish.

8. **What suggestions do you have for improving our CULINARY ARTS TECHNOLOGY Program to better meet your needs?**

Enroll more students. This area needs lots of new cooks and chefs

I feel that there is room for the raising of the yearly tuition since it is already so affordable. In doing this, more intense culinary procedures could be brought in. Ask the students what they think about this by actually doing a survey or questionnaire on this topic.

I've been fortunate enough to have 5 of your students in my 4-½ years at the *(Business establishment)*. After talking and working with your past students, we are all in agreement that Horry-Georgetown Tech should double the yearly tuition since it is already an affordable price of approximately $1200 per year so that more money would be available for a more variety of culinary products for the classroom kitchens. $2400 per year would still be a fair and affordable price.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for «First_Name» «Last_Name», one of our 1996-97 CULINARY ARTS TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising «First_Name» «Last_Name»?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE CULINARY ARTS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Produce products utilizing the basic principles of baking	☐	☐	☐	☐	☐	☐
b. Perform and communicate proper service techniques	☐	☐	☐	☐	☐	☐
c. Determine food/labor costs and percentages	☐	☐	☐	☐	☐	☐
d. Identify, fabricate and prepare various meats, seafood, poultry and game	☐	☐	☐	☐	☐	☐
e. Identify and prepare compound sauces from five mother sauces	☐	☐	☐	☐	☐	☐
f. Demonstrate cooking techniques & storage principles for maximum retention of nutrients	☐	☐	☐	☐	☐	☐
g. Identify and prepare various vegetables, starches, and farinaceous items	☐	☐	☐	☐	☐	☐
h. Apply the overall concept of purchasing and receiving practices in the food service industry	☐	☐	☐	☐	☐	☐
i. Use acceptable procedures when preparing/storing potentially hazardous foods	☐	☐	☐	☐	☐	☐
j. Identify temperature danger zone & maintain foods within zones	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE CULINARY ARTS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

CAT3 <«No»>

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3. Please list any additional general or technical competencies that should be considered for inclusion in the CULINARY ARTS TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the CULINARY ARTS TECHNOLOGY field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another CULINARY ARTS TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's CULINARY ARTS TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's CULINARY ARTS TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our CULINARY ARTS TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

CAT3

Early Childhood Development

EARLY CHILDHOOD DEVELOPMENT

Number of Graduates	34
Number of Returns	7
Percentage of Responses	21%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	29%	3	43%	1	14%	0	0%	0	0%	1	14%
b. Assistance provided to you by your advisor	2	29%	2	29%	2	29%	0	0%	1	14%	0	0%
c. Fairness of grading/testing	4	57%	1	14%	2	29%	0	0%	0	0%	0	0%
d. Quality of textbooks	3	43%	2	29%	2	29%	0	0%	0	0%	0	0%
e. Quality of course content	3	43%	0	0%	4	57%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	29%	0	0%	3	43%	1	14%	0	0%	0	0%
g. Willingness of faculty to help	1	14%	3	43%	2	29%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	1	14%	4	57%	1	14%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE EARLY CHILDHOOD DEVELOPMENT PROGRAM												
a. Condition of classroom/lecture facilities	1	14%	1	14%	3	43%	1	14%	1	14%	0	0%
b. Condition of the laboratory facilities	1	14%	1	14%	2	29%	1	14%	1	14%	1	14%
c. Space/size of the labs	1	14%	1	14%	3	43%	0	0%	0	0%	2	29%
d. Safety features in the labs	1	14%	1	14%	2	29%	0	0%	0	0%	3	43%
e. Availability of equipment in the labs	2	29%	1	14%	3	43%	0	0%	0	0%	1	14%
f. Condition of equipment in the labs	1	14%	1	14%	2	29%	1	14%	1	14%	1	14%
g. Equipment in the labs is up-to-date/ state-of-the-art	1	14%	2	29%	2	29%	1	14%	0	0%	1	14%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE EARLY CHILDHOOD DEVELOPMENT PROGRAM												
a. Plan, prepare, serve nutritional meals for young children	2	29%	2	29%	3	43%	0	0%	0	0%	0	0%
b. Plan, implement, etc. activities promoting good health	2	29%	3	43%	1	14%	1	14%	0	0%	0	0%
c. Provide & maintain healthy/safe environment	2	29%	3	43%	2	29%	0	0%	0	0%	0	0%
d. Identify elements of safe/unsafe environments	2	29%	3	43%	2	29%	0	0%	0	0%	0	0%
e. Identify symptoms/treatments of disease/illnesses	2	29%	3	43%	2	29%	0	0%	0	0%	0	0%
f. Take appropriate action in response to minor and major injuries to children	2	29%	3	43%	1	14%	1	14%	0	0%	0	0%
g. Plan, implement & evaluate activities to teach children safety	2	29%	3	43%	1	14%	1	14%	0	0%	0	0%

	Very Adequate #	Very Adequate %	Adequate #	Adequate %	In-adequate #	In-adequate %	Very In-adequate #	Very In-adequate %	Uncertain #	Uncertain %
5. Which statement best describes how you think the EARLY CHILDHOOD DEVELOPMENT Program prepared you for employment in your field?	3	43%	4	57%	0	0%	0	0%	0	0%

	Definitely Yes #	Definitely Yes %	Probably Yes #	Probably Yes %	Probably Not #	Probably Not %	Definitely Not #	Definitely Not %	Uncertain #	Uncertain %
6. If you could select your major over again, would you select EARLY CHILDHOOD DEVELOPMENT?	4	57%	3	43%	0	0%	0	0%	0	0%

	Very Satisfied #	Very Satisfied %	Satisfied #	Satisfied %	Dis-satisfied #	Dis-satisfied %	Very Dis-satisfied #	Very Dis-satisfied %	Uncertain #	Uncertain %
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	29%	5	71%	0	0%	0	0%	0	0%

	Definitely Yes #	Definitely Yes %	Probably Yes #	Probably Yes %	Probably Not #	Probably Not %	Definitely Not #	Definitely Not %	Uncertain #	Uncertain %
8. Do you feel the HGTC experience has improved the quality of your life?	2	29%	4	57%	1	14%	0	0%	0	0%

	A #	A %	B #	B %	C #	C %	D #	D %	F #	F %
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the EARLY CHILDHOOD DEVELOPMENT field?	1	14%	2	29%	4	57%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
EARLY CHILDHOOD DEVELOPMENT PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of EARLY CHILDHOOD DEVELOPMENT graduates?**

I wish that you would offer more courses that transfer to Coastal into Early Childhood Program.

Need more social skills in ECD. We did more work than social skills.

Many of the problems in the building should have been solved by moving onto the old base.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

I changed majors and life changes. The experience at HGTC has no impact one way or the other in where my life is now.

9. **What are the strengths of the EARLY CHILDHOOD DEVELOPMENT Program?**

It taught me everything about patience to deal with children. Before I had no patience for children. Today, I love it.

A good overview of a Early Childhood Development setting, and what one might expect from a good program.

A strong reading program is taught and the library is reasonably well stocked for ECD classes.

Hands-on experiences that are provided

10. **What are the weaknesses of the EARLY CHILDHOOD DEVELOPMENT Program?**

It helps you get a better understanding of kids today.

Need longer programs.

No lab school and no real feeling of community among the student in the classes.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

*Better security; *More classes offered at night.

Parking space, lighting for parking space. Need more guards and admitting office has no good information.

Add more classes to the ECD program to up the certificate to an associate degree.

Offer more variety and more projects in the classes with more activities and less lectures.

More Majors in this field

Additional Comments:

I enjoyed ECD and would love to go back for refresher courses. Workshops are wonderful – just need more of them. Letter from my heart: I was a drug addict and did poorly in school, didn't raise my children correctly. A lot of help from God and JTPA and Horry-Georgetown Tech. College. I learned to have patience, love, and honor. I'm a Center Director and enjoy working with children. . I go to a wonderful church and pray for guidance every day. Thank you HGTC for all your support. In loving memories.

GRADUATE FOLLOW-UP STUDY

1. Please rate the EARLY CHILDHOOD DEVELOPMENT Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the EARLY CHILDHOOD DEVELOPMENT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Plan, prepare, serve nutritional meals for young children	☐	☐	☐	☐	☐	☐
b. Plan, implement, etc. activities promoting good health	☐	☐	☐	☐	☐	☐
c. Provide & maintain healthy/safe environment	☐	☐	☐	☐	☐	☐
d. Identify elements of safe/unsafe environment.	☐	☐	☐	☐	☐	☐
e. Identify symptons/treatments of disease/illnesses	☐	☐	☐	☐	☐	☐
f. Take appropriate action in response to minor and major injuries to children	☐	☐	☐	☐	☐	☐
g. Plan, implement & evaluate activities to teach children safety	☐	☐	☐	☐	☐	☐

ECD7 <<No>>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of EARLY CHILDHOOD DEVELOPMENT graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the EARLY CHILDHOOD DEVELOPMENT Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select EARLY CHILDHOOD DEVELOPMENT? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the EARLY CHILDHOOD DEVELOPMENT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the EARLY CHILDHOOD DEVELOPMENT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the EARLY CHILDHOOD DEVELOPMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

EARLY CHILDHOOD DEVELOPMENT

Number of Employers Surveyed	15
Number of Returns	8
Percentage of Responses	53%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Plan, prepare, serve nutritional meals for young children	1	13%	1	13%	2	25%	0	0%	0	0%	4	50%
b. Plan, implement, etc. activities promoting good health	2	25%	2	25%	3	38%	1	13%	0	0%	0	0%
c. Provide & maintain healthy/safe environment	2	25%	3	38%	2	25%	1	13%	0	0%	0	0%
d. Identify elements of safe/unsafe environments	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
e. Identify symptoms/treatments of disease/illnesses	3	38%	3	38%	2	25%	0	0%	0	0%	0	0%
f. Take appropriate action in response to minor and major injuries to children	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
g. Plan, implement & evaluate activities to teach children safety	3	38%	1	13%	2	25%	1	13%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	25%	2	25%	3	38%	1	13%	0	0%	0	0%
d. The student should be able to follow oral instructions.	2	25%	2	25%	3	38%	0	0%	1	13%	0	0%
e. The student should be able to solve problems on the job.	2	25%	1	13%	5	63%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	2	25%	3	38%	2	25%	0	0%	1	13%	0	0%
g. The student should be able to work as a team with others on the job.	2	25%	2	25%	2	25%	2	25%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	25%	2	25%	3	38%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the EARLY CHILDHOOD DEVELOPMENT field?	3	38%	3	38%	1	13%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another EARLY CHILDHOOD DEVELOPMENT graduate from Horry-Georgetown Technical College?	8	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
EARLY CHILDHOOD DEVELOPMENT PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in THE EARLY CHILDHOOD DEVELOPMENT Program.**

   General rapport with children

   Students need to know the demands of this field. It can be an exhausting job. The main concern with *(student)* is wanting to put the "dirty work" onto everyone else.

6. **What do you think are the strengths of the College's EARLY CHILDHOOD DEVELOPMENT Program?**

   In my training at HGTC, I liked the hands-on experiences in visiting other centers. My instructor was also a great teacher.

   The fact that you spend time in actual EC settings rather than strictly textbook teaching.

   Prepares students to work in actual classroom setting. They have already had many experiences working with groups of children in EC settings.

   Hands-on experiences that students have in actual centers.

   A) Hands-on training, B) Instruction on how to work with pre-school age children, C) They are instructed on the child daycare licensing law and regulations.

7. **What do you think are the weaknesses of the College's EARLY CHILDHOOD DEVELOPMENT Program?**

   More weekend workshops are needed.

   The overall program seems terrific. We enjoy having your classes observe.

8. **What suggestions do you have for improving our EARLY CHILDHOOD DEVELOPMENT Program to better meet your needs?**

   Have more input from center directors (trained directors) to share experiences with students during classes.

   More emphasis on infant/toddler care and activities and more hands-on experiences for your students, perhaps a full semester practicum covering all ages

   More integrated thematic instruction!

   More of the wonderful integrated thematic instruction students receive – it's great!

   I think it would be good for the students to spend more time in centers under supervision before completing the course.

Additional Comments:

(Loved what you've done already!!)

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for «First_Name» «Last_Name», one of our 1996-97 EARLY CHILDHOOD DEVELOPMENT graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising «First_Name» «Last_Name»?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Plan, prepare, serve nutritional meals for young children	☐	☐	☐	☐	☐	☐
b. Plan, implement, etc. activities promoting good health	☐	☐	☐	☐	☐	☐
c. Provide & maintain healthy/safe environment	☐	☐	☐	☐	☐	☐
d. Identify elements of safe /unsafe environments	☐	☐	☐	☐	☐	☐
e. Identify symptoms/treatments of disease/illnesses	☐	☐	☐	☐	☐	☐
f. Take appropriate action in response to minor and major injuries to children	☐	☐	☐	☐	☐	☐
g. Plan, implement & evaluate activities to teach children safety	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE EARLY CHILDHOOD DEVELOPMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

BEST COPY AVAILABLE

3. Please list any additional general or technical competencies that should be considered for inclusion in the EARLY CHILDHOOD DEVELOPMENT Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the EARLY CHILDHOOD DEVELOPMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another EARLY CHILDHOOD DEVELOPMENT graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain)____
☐ Uncertain (please explain)____________________________________

6. What do you think are the strengths of the College's EARLY CHILDHOOD DEVELOPMENT Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's EARLY CHILDHOOD DEVELOPMENT Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our EARLY CHILDHOOD DEVELOPMENT Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

ECD7

Electronics Engineering Technology

ELECTRONICS ENGINEERING TECHNOLOGY

Number of Graduates	13
Number of Returns	5
Percentage of Responses	38%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	60%	1	20%	1	20%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	5	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	3	60%	2	40%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	2	40%	3	60%	0	0%	0	0%	0	0%
e. Quality of course content	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	20%	3	60%	0	0%	1	20%	0	0%	0	0%
g. Willingness of faculty to help	3	60%	2	40%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	3	60%	1	20%	0	0%	1	20%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	1	20%	1	20%	2	40%	1	20%	0	0%	0	0%
b. Condition of the laboratory facilities	1	20%	0	0%	3	60%	1	20%	0	0%	0	0%
c. Space/size of the labs	1	20%	1	20%	2	40%	1	20%	0	0%	0	0%
d. Safety features in the labs	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	20%	2	40%	1	20%	1	20%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	1	20%	3	60%	1	20%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	1	20%	0	0%	4	80%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM												
a. Read and interpret schematics	3	60%	2	40%	0	0%	0	0%	0	0%	0	0%
b. Locate, interpret & follow instruction in technical manuals	3	60%	2	40%	0	0%	0	0%	0	0%	0	0%
c. Select and use appropriate test equipment	4	80%	1	20%	0	0%	0	0%	0	0%	0	0%
d. Test & repair electromechanical devices	1	20%	3	60%	1	20%	0	0%	0	0%	0	0%
e. Test & repair micro-electronic logic circuits	3	60%	1	20%	1	20%	0	0%	0	0%	0	0%
f. Test and repair power supply circuits	1	20%	3	60%	1	20%	0	0%	0	0%	0	0%
g. Test and repair printed circuit boards	0	0%	2	40%	3	60%	0	0%	0	0%	0	0%
h. Test semi-conductors and integrated circuits	3	60%	0	0%	2	40%	0	0%	0	0%	0	0%
i. Interpret AC/DC voltage & current meter reading	4	80%	1	20%	0	0%	0	0%	0	0%	0	0%
j. Interpret oscilloscope wave forms	3	60%	0	0%	2	40%	0	0%	0	0%	0	0%
k. Apply signal generating equipment (analog and digital)	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
l. Comply with accepted safety practices	2	40%	3	60%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ELECTRONICS ENGINEERING TECHNOLOGY Program prepared you for employment in your field?	4	80%	1	20%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ELECTRONICS ENGINEERING TECHNOLOGY?	3	60%	1	20%	1	20%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	4	80%	1	20%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	4	80%	1	20%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ELECTRONICS ENGINEERING TECHNOLOGY field?	2	40%	3	60%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM

4. What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of ELECTRONICS ENGINEERING TECHNOLOGY graduates?

I think it should be a requirement that all of the above courses be taken at the college level. It gives the graduate a more well rounded education.

I really didn't see the need for the humanities/social science courses. The math and science courses were a big help.

Incorporate more of Engineering into these classes.

6. If you could select your major over again, would you select ELECTRONICS ENGINEERING TECHNOLOGY?

I would have chosen BSEE or Computer Science because employers don't really recognize the 2-year Technology degree.

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?

No, it hasn't because I was unable to find a job because of the lack of internship program.

9. What are the strengths of the ELECTRONICS ENGINEERING TECHNOLOGY Program?

Strong emphasis on Digital Design.

The individual, hands-on approach that an EET student gets.

They do a good job of preparing you for jobs that surround the area. They try to prepare you for what's in your area, they do not go into unneeded areas to get you ready for work. They did a good job in preparing me for PLC knowledge. PLC's are used in everything I do now.

The attention instructors pay to each student on a personal level

10. What are the weaknesses of the ELECTRONICS ENGINEERING TECHNOLOGY Program?

Should be a four-year BS program.

I think one weakness that I saw was that there were some courses that were too broad to be covered adequately. For example, Data Communications – there are so many things that need to be covered that just can't in a single semester.

They offer no internship programs.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

Offer more full-time night courses so working students can achieve their goals.

Have sessions wherein employers can meet with new and future graduates for job opportunities.

Add design as a course to give students another area of employment

GRADUATE FOLLOW-UP STUDY

1. Please rate the ELECTRONICS ENGINEERING TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ELECTRONICS ENGINEERING TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Read and interpret schematics	☐	☐	☐	☐	☐	☐
b. Locate, interpret & follow instructions in technical manuals	☐	☐	☐	☐	☐	☐
c. Select and use appropriate test equipment	☐	☐	☐	☐	☐	☐
d. Test & repair electromechanical devices	☐	☐	☐	☐	☐	☐
e. Test & repair micro-electronic logic circuits	☐	☐	☐	☐	☐	☐
f. Test & repair power supply circuits	☐	☐	☐	☐	☐	☐
g. Test & repair printed circuit boards	☐	☐	☐	☐	☐	☐
h. Test semi-conductors and integrated circuits	☐	☐	☐	☐	☐	☐
i. Interpret AC/DC voltage & current meter readings	☐	☐	☐	☐	☐	☐
j. Interpret oscilloscope wave forms	☐	☐	☐	☐	☐	☐
k. Apply signal generating equipment (analog and digital)	☐	☐	☐	☐	☐	☐
l. Comply with accepted safety practices	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ELECTRONICS ENGINEERING TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ELECTRONICS ENGINEERING TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select ELECTRONICS ENGINEERING TECHNOLOGY? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

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9. What are the strengths of the ELECTRONICS ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ELECTRONICS ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ELECTRONICS ENGINEERING TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

EET3

ELECTRONIC ENGINEERING TECHNOLOGY

Number of Employers Surveyed	7
Number of Returns	3
Percentage of Responses	43%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Read and interpret schematics	0	0%	2	67%	0	0%	0	0%	0	0%	1	33%
b. Locate, interpret & follow instruction in technical manuals	0	0%	1	33%	0	0%	0	0%	0	0%	0	0%
c. Select and use appropriate test equipment	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
d. Test & repair electromechanical devices	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
e. Test & repair micro-electronic logic circuits	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
f. -Test and repair power supply circuits	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
g. Test and repair printed circuit boards	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
h. Test semi-conductors and integrated circuits	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
i. Interpret AC/DC voltage & current meter reading	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
j. Interpret oscilloscope wave forms	1	33%	0	0%	0	0%	0	0%	0	0%	2	67%
k. Apply signal generating equipment (analog and digital)	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
l. Comply with accepted safety practices	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	33%	1	33%	0	0%	1	33%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	33%	0	0%	1	33%	1	33%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	2	67%	0	0%	0	0%	1	33%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the ELECTRONICS ENGINEERING TECHNOLOGY field?	2	67%	1	33%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another ELECTRONICS ENGINEERING TECHNOLOGY graduate from Horry-Georgetown Technical College?	3	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
ELECTRONIC ENGINEERING TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the Electronic Engineering Technology Program.**

   AutoCAD, Frequency Controllers

5. **If you had an opening, would you consider hiring another Electronic Engineering Technology graduate from Horry-Georgetown Technical College?**

   And are currently looking for employees

6. **What do you think are the strengths of the College's Electronic Engineering Technology Program?**

   The job *(student)* was hired to perform for us dealt mostly with electromechanical devices. *(Student)* has a very good understanding of math and how to apply math to a formula. He also learned very quickly the concepts of an electromechanical control panel.

7. **What do you think are the weaknesses of the College's Electronic Engineering Technology Program?**

   More hands-on practice with PLC programming and logic would be useful.

Additional Comments:

Your program seems to have prepared technicians better than any other school that we have recruited from.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 ELECTRONICS ENGINEERING TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Read and interpret schematics	☐	☐	☐	☐	☐	☐
b. Locate, interpret & follow instructions in technical manuals	☐	☐	☐	☐	☐	☐
c. Select and use appropriate test equipment	☐	☐	☐	☐	☐	☐
d. Test & repair electromechanical devices	☐	☐	☐	☐	☐	☐
e. Test & repair micro-electronic logic circuits	☐	☐	☐	☐	☐	☐
f. Test and repair power supply circuits	☐	☐	☐	☐	☐	☐
g. Test and repair printed circuit boards	☐	☐	☐	☐	☐	☐
h. Test semi-conductors and integrated circuits	☐	☐	☐	☐	☐	☐
i. Interpret AC/DC voltage & current meter readings	☐	☐	☐	☐	☐	☐
j. Interpret oscilloscope wave forms	☐	☐	☐	☐	☐	☐
k. Apply signal generating equipment (analog and digital)	☐	☐	☐	☐	☐	☐
l. Comply with accepted safety practices	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS ENGINEERING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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3. Please list any additional general or technical competencies that should be considered for inclusion in the ELECTRONICS ENGINEERING TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ELECTRONICS ENGINEERING TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another ELECTRONICS ENGINEERING TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's ELECTRONICS ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's ELECTRONICS ENGINEERING TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our ELECTRONICS ENGINEERING TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

Electronics Technology

ELECTRONICS TECHNOLOGY

Number of Graduates	22
Number of Returns	4
Percentage of Responses	18%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ELECTRONICS TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	75%	1	25%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	75%	1	25%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	0	0%	4	100%	0	0%	0	0%	0	0%
e. Quality of course content	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
g. Willingness of faculty to help	3	75%	0	0%	1	25%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE ELECTRONICS TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	1	25%	3	75%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	2	50%	1	25%	1	25%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	2	50%	1	25%	1	25%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	1	25%	1	25%	1	25%	1	25%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS TECHNOLOGY PROGRAM												
a. Read and interpret schematics	1	25%	2	50%	0	0%	1	25%	0	0%	0	0%
b. Locate, interpret & follow instruction in technical manuals	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
c. Select and use appropriate test equipment	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
d. Test & repair electromechanical devices	0	0%	2	50%	0	0%	2	50%	0	0%	0	0%
e. Test & repair micro-electronic logic circuits	0	0%	2	50%	0	0%	2	50%	0	0%	0	0%
f. Test and repair power supply circuits	0	0%	1	25%	0	0%	2	50%	0	0%	1	25%
g. Test and repair printed circuit boards	0	0%	2	50%	0	0%	2	50%	0	0%	0	0%
h. Test semi-conductors and integrated circuits	0	0%	2	50%	1	25%	1	25%	0	0%	0	0%
i. Interpret AC/DC voltage & current meter reading	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
j. Interpret oscilloscope wave forms	0	0%	2	50%	2	50%	0	0%	0	0%	0	0%
k. Apply signal generating equipment (analog and digital)	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
l. Comply with accepted safety practices	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ELECTRONICS TECHNOLOGY Program prepared you for employment in your field?	1	25%	1	25%	1	25%	0	0%	1	25%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ELECTRONICS TECHNOLOGY?	1	25%	3	75%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	4	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	25%	2	50%	0	0%	1	25%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ELECTRONICS TECHNOLOGY field?	1	25%	1	25%	2	50%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
ELECTRONICS TECHNOLOGY PROGRAM

5. **Which statement best describes how you think the Electronics Technology Program prepared you for employment in your field?**

   Upon graduation, there were little job openings and some you had to have experience in that area before employment. There was not enough or any available jobs around that gave me a chance to use the skills that I've learned.

   The electronics theory was taught very well, however, after graduating, all the students had was theory. More hands-on training and experience are needed in order to get a job.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

   Satisfied, but thought there should have been computer programming classes and networking because most of the jobs require that.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

   Only something of a spiritual matter can improve the quality of life. (A good, personal relationship with God.)

9. **What are the strengths of the Electronics Technology Program?**

   Labs

   The teachers are knowledgeable and well experienced. The Teachers offer great assistance to the students.

10. **What are the weaknesses of the Electronics Technology Program?**

    No networking and computer programming classes

    The need of more hands-on training

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    Add courses that can be transferable to a lot of 4-year colleges starting with Electronics Technology. This program should be transferred at Coastal Carolina University for a 4-year degree.

GRADUATE FOLLOW-UP STUDY

1. Please rate the ELECTRONICS TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ELECTRONICS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ELECTRONICS TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ELECTRONICS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Read and interpret schematics	☐	☐	☐	☐	☐	☐
b. Locate, interpret & follow instructions in technical manuals	☐	☐	☐	☐	☐	☐
c. Select and use appropriate test equipment	☐	☐	☐	☐	☐	☐
d. Test & repair electromechanical devices	☐	☐	☐	☐	☐	☐
e. Test & repair micro-electronic logic circuits	☐	☐	☐	☐	☐	☐
f. Test & repair power supply circuits	☐	☐	☐	☐	☐	☐
g. Test & repair printed circuit boards	☐	☐	☐	☐	☐	☐
h. Test semi-conductors and integrated circuits	☐	☐	☐	☐	☐	☐
i. Interpret AC/DC voltage & current meter readings	☐	☐	☐	☐	☐	☐
j. Interpret oscilloscope wave forms	☐	☐	☐	☐	☐	☐
k. Apply signal generating equipment (analog and digital)	☐	☐	☐	☐	☐	☐
l. Comply with accepted safety practices	☐	☐	☐	☐	☐	☐

ELT3 <«No»>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ELECTRONICS TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ELECTRONICS TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select ELECTRONICS TECHNOLOGY? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

9. What are the strengths of the ELECTRONICS TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ELECTRONICS TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ELECTRONICS TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR REPSPONSES!

ELT3

ELECTRONICS TECHNOLOGY

Number of Employers Surveyed	9
Number of Returns	6
Percentage of Responses	67%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Read and interpret schematics	1	17%	0	0%	3	50%	0	0%	0	0%	2	33%
b. Locate, interpret & follow instruction in technical manuals	1	17%	2	33%	3	50%	0	0%	0	0%	0	0%
c. Select and use appropriate test equipment	0	0%	4	67%	2	33%	0	0%	0	0%	0	0%
d. Test & repair electromechanical devices	1	17%	2	33%	1	17%	0	0%	0	0%	2	33%
e. Test & repair micro-electronic logic circuits	0	0%	2	33%	1	17%	0	0%	0	0%	3	50%
f. Test and repair power supply circuits	0	0%	1	17%	1	17%	0	0%	0	0%	4	67%
g. Test and repair printed circuit boards	1	17%	0	0%	1	17%	0	0%	0	0%	4	67%
h. Test semi-conductors and integrated circuits	1	17%	0	0%	2	33%	0	0%	0	0%	3	50%
i. Interpret AC/DC voltage & current meter reading	1	17%	0	0%	3	50%	0	0%	0	0%	2	33%
j. Interpret oscilloscope wave forms	0	0%	0	0%	0	0%	1	17%	0	0%	5	83%
k. Apply signal generating equipment (analog and digital)	0	0%	0	0%	0	0%	1	17%	0	0%	5	83%
l. Comply with accepted safety practices	1	17%	2	33%	3	50%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	2	33%	3	50%	1	17%	0	0%	0	0%
b. The student should be able to communicate	0	0%	2	33%	2	33%	2	33%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	17%	2	33%	2	33%	1	17%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	17%	2	33%	2	33%	1	17%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	17%	2	33%	2	33%	1	17%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	17%	2	33%	1	17%	2	33%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	2	33%	1	17%	2	33%	0	0%	1	17%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	17%	2	33%	3	50%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	2	33%	1	17%	2	33%	1	17%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	17%	2	33%	2	33%	1	17%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the ELECTRONICS TECHNOLOGY field?	1	17%	3	50%	2	33%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another ELECTRONICS TECHNOLOGY graduate from Horry-Georgetown Technical College?	6	100%	0	0%	0	0%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
ELECTRONIC TECHNOLOGY PROGRAM

3. Please list any additional general or technical competencies, which should be considered for inclusion in the ELECTRONICS TECHNOLOGY Program.

A control systems analysis course would benefit all students in advanced problem solving and project planning.

Students would benefit by a better understanding of initial boot files-at least an entry-level familiarity should be taught.

5. If you had an opening, would you consider hiring another ELECTRONICS TECHNOLOGY graduate from Horry-Georgetown Technical College?

With no hesitation

6. What do you think are the strengths of the College's ELECTRONICS TECHNOLOGY Program?

Students who come out of this program seem to be well-trained on PCs and common software packages. This allows me to open our technology graduates to new company software packages with little to no outside training expenses.

From my limited exposure, the program seems to provide all the basics necessary!

Provides hardware background usually missing from "computer science" programs.

7. What do you think are the weaknesses of the College's ELECTRONICS TECHNOLOGY Program?

There is room for improvement in their writing and communication skills.

Students would benefit by a better understanding of initial boot files-at least an entry-level familiarity should be taught.

8. What suggestions do you have for improving our ELECTRONICS TECHNOLOGY Program to better meet your needs?

I need a program that shows that a student has the ability to learn. College will teach them very little about the communications industry, but it will teach them the ability to learn and obtain what they learn at an accelerated pace. These skills will allow each graduate to become a vital problem solver.

Spend a little more time with fiber optics!

To incorporate electrical installation basics, use of NEC Book. Every field is more multi-craft minded today. Employers are looking for more general knowledge now than proficient in one area.

Explain our co-op program to students. Many applicants were very unclear what the position entailed when they came to interview.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 ELECTRONICS TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Read and interpret schematics	☐	☐	☐	☐	☐	☐
b. Locate, interpret & follow instructions in technical manuals	☐	☐	☐	☐	☐	☐
c. Select and use appropriate test equipment	☐	☐	☐	☐	☐	☐
d. Test & repair electromechanical devices	☐	☐	☐	☐	☐	☐
e. Test & repair micro-electronic logic circuits	☐	☐	☐	☐	☐	☐
f. Test and repair power supply circuits	☐	☐	☐	☐	☐	☐
g. Test and repair printed circuit boards	☐	☐	☐	☐	☐	☐
h. Test semi-conductors and integrated circuits	☐	☐	☐	☐	☐	☐
i. Interpret AC/DC voltage & current meter readings	☐	☐	☐	☐	☐	☐
j. Interpret oscilloscope wave forms	☐	☐	☐	☐	☐	☐
k. Apply signal generating equipment (analog and digital)	☐	☐	☐	☐	☐	☐
l. Comply with accepted safety practices	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE ELECTRONICS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

ELT3 <«No»>

Food & Beverage Management

FOOD AND BEVERAGE MANAGEMENT

Number of Employers Surveyed	1
Number of Returns	1
Percentage of Responses	100%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Communicate clearly, both verbally & in writing	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
b. Identify different components of the tourism industry	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
c. Demonstrate management & leadership skills	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Employ control concepts in a food service establishment	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Utilize proper food service pruchasing procedures	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Demonstrate proper service techniques	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. employ proper food service sanitation procedures	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Produce employee schedules	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
i. Desing menus	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
j. Perform menu engineering	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the FOOD & BEVERAGE MANAGEMENT field?	0	0%	1	100%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another FOOD & BEVERAGE MANAGEMENT graduate from Horry-Georgetown Technical College?	1	100%	0	0%	0	0%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
FOOD & BEVERAGE MANAGEMENT PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in the FOOD & BEVERAGE MANAGEMENT Program.**

    Specific and Therapeutic Diet Course

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our 1996-97 FOOD AND BEVERAGE MANAGEMENT graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE FOOD AND BEVERAGE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally & in writing	☐	☐	☐	☐	☐	☐
b. Identify different components of the tourism industry	☐	☐	☐	☐	☐	☐
c. Demonstrate management & leadership skills	☐	☐	☐	☐	☐	☐
d. Employ control concepts in a food service establishment	☐	☐	☐	☐	☐	☐
e. Utilize proper food service purchasing procedures	☐	☐	☐	☐	☐	☐
f. Demonstrate proper service techniques	☐	☐	☐	☐	☐	☐
g. Employ proper food service sanitation procedures	☐	☐	☐	☐	☐	☐
h. Produce employee schedules	☐	☐	☐	☐	☐	☐
i. Employ proper recruiting and hiring procedures	☐	☐	☐	☐	☐	☐
j. Design menus	☐	☐	☐	☐	☐	☐
k. Perform menu engineering	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE FOOD AND BEVERAGE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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FBM6 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the FOOD AND BEVERAGE MANAGEMENT Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the FOOD AND BEVERAGE MANAGEMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another FOOD AND BEVERAGE MANAGEMENT graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ Not (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's FOOD AND BEVERAGE MANAGEMENT Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's FOOD AND BEVERAGE MANAGEMENT Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our FOOD AND BEVERAGE MANAGEMENT Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

FBM6

Forestry Management Technology

FORESTRY MANAGEMENT TECHNOLOGY

Number of Graduates	26
Number of Returns	7
Percentage of Responses	27%

1 Graduate Also Received
Other Awards: 1 BUS3 Degree

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	5	71%	2	29%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	7	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	3	43%	3	43%	1	14%	0	0%	0	0%	0	0%
d. Quality of textbooks	2	29%	1	14%	4	57%	0	0%	0	0%	0	0%
e. Quality of course content	5	71%	2	29%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	29%	5	71%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	5	71%	2	29%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	4	57%	2	29%	1	14%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	2	29%	2	29%	2	29%	1	14%	0	0%	0	0%
b. Condition of the laboratory facilities	2	29%	1	14%	2	29%	1	14%	0	0%	1	14%
c. Space/size of the labs	2	29%	2	29%	2	29%	1	14%	0	0%	0	0%
d. Safety features in the labs	3	43%	2	29%	2	29%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	5	71%	0	0%	2	29%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	3	43%	1	14%	3	43%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	3	43%	4	57%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM												
a. Identify species of regional trees & flora	6	86%	1	14%	0	0%	0	0%	0	0%	0	0%
b. Assess levels of impact of forestry practices on the environment	4	57%	2	29%	1	14%	0	0%	0	0%	0	0%
c. Prescribe thinning/harvest cutting methods	6	86%	1	14%	0	0%	0	0%	0	0%	0	0%
d. Demonstrate proficiency in ground measurement (pacing)	6	86%	0	0%	1	14%	0	0%	0	0%	0	0%
e. Plot boundaries & features on aerial photos using survey notes	5	71%	1	14%	1	14%	0	0%	0	0%	0	0%
f. Manipulate data using hand calculations or computer technology	2	29%	2	29%	2	29%	1	14%	0	0%	0	0%
g. Perform timber inventories and appraisals	6	86%	0	0%	1	14%	0	0%	0	0%	0	0%
h. Practice ethics re: forest management & professional behavior	5	71%	1	14%	1	14%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the FORESTRY MANAGEMENT TECHNOLOGY Program prepared you for employment in your field?	5	71%	2	29%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select FORESTRY MANAGEMENT TECHNOLOGY?	5	71%	1	14%	1	14%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	6	86%	1	14%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	43%	4	57%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the FORESTRY MANAGEMENT TECHNOLOGY field?	5	71%	2	29%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
FORESTRY MANAGEMENT TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of FORESTRY MANAGEMENT TECHNOLOGY graduates?**

   Grading of all lab projects under strict grammatical criteria for the real world.

   None, I took these classes at another college.

   Technical writing required and public speaking class needed

5. **Which statement best describes how you think the FORESTRY MANAGEMENT TECHNOLOGY Program prepared you for employment in your field?**

   I do not have a job in the forestry field, per se, the field is cluttered.

6. **If you could select your major over again, would you select FORESTRY MANAGEMENT TECHNOLOGY?**

   Although I enjoyed the Forestry Program and learned a lot, the job field is full of "legacies" family oriented companies. There are a lot of jobs, but you must know someone to get it.

9. **What are the strengths of the FORESTRY MANAGEMENT TECHNOLOGY Program?**

   Dedicated professors, large amount of in-the-field hours. Good work experience.

   Hands-on experience.

   The willingness of the instructors to make sure everyone is grasping the forestry concepts. They go out of their way to help a student learn what is being studied.

   I think that some strengths of the program are: 1) teachers are well associated with the subject and new procedures; 2) A lot of information is revealed and for me I still remember and practice things that I learned.

   The hands-on training and various labs that pertained to real job situations

   Hands-on experience

   It is an outstanding program. The practical field skills are something not seen at Clemson. A great understanding of forestry and management can be attained in this program.

10. What are the weaknesses of the FORESTRY MANAGEMENT TECHNOLOGY Program?

Not enough tools for labs, technical writing skills

Computers

One main weakness that I and others have agreed on is that although the teachers are very well educated, they often assumed that the students were as familiar with the subject as they are. I felt kind of lost sometimes.

Need more computer use with field equipment (Data recorder), GPS, & GIS

Update the forestry computer software. This may have been done since I left in '96.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

More money allowed for forestry budget. This is the #2 industry in the world.

Need more computer use with field equipment (Data recorder), GPS, & GIS

GRADUATE FOLLOW-UP STUDY

1. Please rate the FORESTRY MANAGEMENT TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the FORESTRY MANAGEMENT TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Identify species of regional trees & flora	☐	☐	☐	☐	☐	☐
b. Assess levels of impact of forestry practices on the environment	☐	☐	☐	☐	☐	☐
c. Prescribe thinning/harvest cutting methods	☐	☐	☐	☐	☐	☐
d. Demonstrate proficiency in ground measurement (pacing)	☐	☐	☐	☐	☐	☐
e. Plot boundaries & features on aerial photos using survey notes	☐	☐	☐	☐	☐	☐
f. Manipulate data using hand calculations or computer technology	☐	☐	☐	☐	☐	☐
g. Perform timber inventories and appraisals	☐	☐	☐	☐	☐	☐
h. Practice ethics re: forest management & professional behavior	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of FORESTRY MANAGEMENT TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the FORESTRY MANAGEMENT TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select FORESTRY MANAGEMENT TECHNOLOGY? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

FOR3

9. What are the strengths of the FORESTRY MANAGEMENT TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the FORESTRY MANAGEMENT TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the FORESTRY MANAGEMENT TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

BEST COPY AVAILABLE

THANK YOU FOR YOUR RESPONSES!

FORESTRY MANAGEMENT TECHNOLOGY

Number of Employers Surveyed	15
Number of Returns	12
Percentage of Responses	80%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Identify species of regional trees & flora	4	33%	3	25%	5	42%	0	0%	0	0%	0	0%
b. Assess levels of impact of forestry practices on the environment	3	25%	3	25%	6	50%	0	0%	0	0%	0	0%
c. Prescribe thinning/harvest cutting methods	2	17%	3	25%	5	42%	0	0%	0	0%	2	17%
d. Demonstrate proficiency in ground measurement (pacing)	3	25%	3	25%	5	42%	0	0%	0	0%	1	8%
e. Plot boundaries & features on aerial photos using survey notes	3	25%	4	33%	3	25%	0	0%	0	0%	2	17%
f. Manipulate data using hand calculations or computer technology	3	25%	3	25%	5	42%	0	0%	0	0%	1	8%
g. Perform timber inventories and appraisals	2	17%	4	33%	4	33%	0	0%	0	0%	2	17%
h. Practice ethics re: forest management and professional behavior	5	42%	2	17%	4	33%	0	0%	0	0%	1	8%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	1	8%	5	42%	6	50%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	2	17%	4	33%	5	42%	1	8%	0	0%	0	0%
c. The student should be able to follow written instructions.	3	25%	6	50%	3	25%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	3	25%	6	50%	3	25%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	2	17%	4	33%	5	42%	0	0%	0	0%	1	8%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	8%	4	33%	3	25%	4	33%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	6	50%	2	17%	4	33%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	4	33%	4	33%	4	33%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	4	33%	2	17%	6	50%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	17%	5	42%	5	42%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the FORESTRY MANAGEMENT TECHNOLOGY field?	0	0%	9	75%	3	25%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another FORESTRY MANAGEMENT TECHNOLOGY graduate from Horry-Georgetown Technical College?	12	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
FORESTRY MANAGEMENT TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the Forestry Management Technology Program.**

GSP/GIS use and tax office orientation

Additional training that would enhance computer competency would be helpful

Computer techniques and data recorders

Initiative and drive can't be taught. But, if graduates are unable or unwilling to make decisions in the field, then their education is for naught. Uneducated laborers can be told every move to make and they cost less! ***[3 times this identical or almost identical response was made]***

6. **What do you think are the strengths of the College's Forestry Management Technology Program?**

Good technical knowledge for entry level positions

Good overall overview of Forestry and tech practices

1) Strong foundation for reground employment, 2) Instructors that are able to assess student's abilities and make employment recommendations that fit the employer.

1) Strong foundation that facilitates employment in the SE, 2) Good instructors that are open and free to discuss student's abilities with potential employers.

Summer internship-exposes students to real life situations. ***[3 times this identical or almost identical response was made]***

Getting young people involved in Forestry and helping manage our Forest

7. **What do you think are the weaknesses of the College's Forestry Management Technology Program?**

Need practical experience with reformation checks, seedling survival, planting cks, etc.

Inability to select only the best students, regardless of where they are from. Do not admit Horry County or Georgetown County students unless they stack up to the others that want to attend.

Inability to select only the very best students, regardless of where they reside. I.E., Do not admit Horry County or Georgetown County students unless they are competent with the other applicants.

Showing them how to buy, sell, and trade, to old way of doing business in the field with landowners.

8. **What suggestions do you have for improving our Forestry Management Technology Program to better meet your needs?**

Greater computer competency-includes data recorders

Greater competency in computer applications in forestry, database, spreadsheet, mapping, etc.; Data recorders

Students need to be taught some decision-making skills so that they are not paralyzed by indecision. ***[3 times this identical or almost identical response was made]***

Show them how to deal with people on a one-on-one.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 FORESTRY MANAGEMENT TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F	N/A
a. Identify species of regional trees & flora	☐	☐	☐	☐	☐	☐
b. Assess levels of impact of forestry practices on environment	☐	☐	☐	☐	☐	☐
c. Prescribe thinning / harvest cutting methods	☐	☐	☐	☐	☐	☐
d. Demonstrate proficiency in ground measurement (pacing)	☐	☐	☐	☐	☐	☐
e. Plot boundaries & features on aerial photos using survey notes	☐	☐	☐	☐	☐	☐
f. Manipulate data using hand calculations or computer technology	☐	☐	☐	☐	☐	☐
g. Perform timber inventories and appraisals	☐	☐	☐	☐	☐	☐
h. Practice ethics re: forest management & professional behavior	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A =Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE FORESTRY MANAGEMENT TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

FOR3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the FORESTRY MANAGEMENT TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the FORESTRY MANAGEMENT TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another FORESTRY MANAGEMENT TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______________________________
☐ Uncertain (please explain) ______________________________

6. What do you think are the strengths of the College's FORESTRY MANAGEMENT TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's FORESTRY MANAGEMENT TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our FORESTRY MANAGEMENT TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

FOR3

General Business

GENERAL BUSINESS

Number of Graduates	33
Number of Returns	9
Percentage of Responses	27%

3 Graduates Also Received Other Awards: 2 AAA4 Degrees and 1 CPA7 Certificate

1. INSTRUCTION IN THE GENERAL BUSINESS PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	4	44%	2	22%	2	22%	1	11%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	33%	4	44%	0	0%	2	22%	0	0%	0	0%
c. Fairness of grading/testing	1	11%	6	67%	2	22%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	3	33%	5	56%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	2	22%	6	67%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	3	33%	6	67%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	6	67%	3	33%	0	0%	0	0%	0	0%
h. Availability of courses in your major	2	22%	4	44%	3	33%	0	0%	0	0%	0	0%

2. FACILITIES & EQUIPMENT IN THE GENERAL BUSINESS PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Condition of classroom/lecture facilities	1	11%	3	33%	4	44%	1	11%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	3	33%	1	11%	0	0%	0	0%	5	56%
c. Space/size of the labs	0	0%	1	11%	3	33%	0	0%	0	0%	5	56%
d. Safety features in the labs	0	0%	2	22%	2	22%	0	0%	0	0%	4	44%
e. Availability of equipment in the labs	0	0%	2	22%	2	22%	0	0%	0	0%	4	44%
f. Condition of equipment in the labs	1	11%	2	22%	2	22%	0	0%	0	0%	4	44%
g. Equipment in the labs is up-to-date/ state-of-the-art	2	22%	2	22%	1	11%	0	0%	0	0%	4	44%

3. TECHNICAL COMPETENCY SKILL AREAS FOR THE GENERAL BUSINESS PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Able to communicate in writing	1	11%	4	44%	4	44%	0	0%	0	0%	0	0%
b. Able to communicate orally	0	0%	4	44%	5	56%	0	0%	0	0%	0	0%
c. Able to follow written instructions	1	11%	5	56%	3	33%	0	0%	0	0%	0	0%
d. Able to follow oral instructions	0	0%	5	56%	3	33%	0	0%	0	0%	0	0%
e. Able to solve math problems on the job	0	0%	6	67%	3	33%	0	0%	0	0%	0	0%
f. Able to analyze problems encountered and assess how appropriately to solve them	2	22%	4	44%	3	33%	0	0%	0	0%	0	0%
g. Able to work as team with others on the job	1	11%	3	33%	5	56%	0	0%	0	0%	0	0%
h. Able to work with diverse individuals or groups in a multiculture workplace and society	1	11%	4	44%	4	44%	0	0%	0	0%	0	0%
i. Able to display what is ethical and professional conduct	3	33%	4	44%	2	22%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		Inadequate		Very Inadequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the GENERAL BUSINESS Program prepared you for employment in your field?	0	0%	9	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select GENERAL BUSINESS?	2	22%	3	33%	4	44%	0	0%	0	0%

	Very Satisfied		Satisfied		Dissatisfied		Very Dissatisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	3	33%	6	67%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	33%	5	56%	0	0%	1	11%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the GENERAL BUSINESS field?	1	11%	5	56%	2	22%	0	0%	1	11%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
GENERAL BUSINESS PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of GENERAL BUSINESS graduates?**

English program could be more geared towards business needs in many cases.

6. **If you could select your major over again, would you select GENERAL BUSINESS?**

I probably would not choose it because it really hasn't helped to make a difference for me because I haven't been able to get a job where it made a difference.

It was my second choice of major.

I transferred to Coastal and had to retake many of the same courses.

Would have probably taken Associate In Science to transfer to a 4-year institution.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

A little.

No it hasn't because I was unable to find a job because of the lack of internship program.

9. **What are the strengths of the GENERAL BUSINESS Program?**

Good teachers – *(Instructor), (Instructor)*

Broad area of study makes it possible for many areas to be covered. The program prepares you for the overall business atmosphere rather than being too technical concerning one thing.

10. **What are the weaknesses of the GENERAL BUSINESS Program?**

Some instructors are unconcerned with helping students with problem. I question whether or not some instructors are competent enough to be teaching in the program!

The offer as internship programs

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

Registration is worst part of going to Tech but it has improved. Great atmosphere and friendly people!

Be more critical of teachers. Make sure they are competent enough and qualified enough to teach a class. I'm not insinuating that all of the instructors are incompetent, I just think some are a lot less knowledgeable than others!

Date received 6-25-97. I received something from Charleston Southern University about taking classes at HGTC that would be coming from CSC? Called "Second Start". I called HGTC – and you knew nothing? What's the problem?

Have sessions wherein employers can meet with new and future graduates for job opportunities.

Additional Comments:

One thing that really makes me mad is that when I started Tech, I was told that all of my classes would transfer to Coastal Carolina College! WRONG! I was given incorrect info; if I would have been told that they wouldn't, I would not have wasted 2 years (valuable years) at Tech; I would have went straight to CCU! I feel that $ has been lost. I've checked w/CCU and the classes don't transfer! HGTC needs to do something! I also know I have not been the only HGTC student that was told this!

GRADUATE FOLLOW-UP STUDY

1. Please rate the GENERAL BUSINESS Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE GENERAL BUSINESS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the GENERAL BUSINESS Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE GENERAL BUSINESS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE GENERAL BUSINESS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instruction	☐	☐	☐	☐	☐	☐
d. Able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or group in a multiculture workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of GENERAL BUSINESS graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the GENERAL BUSINESS Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select GENERAL BUSINESS? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the GENERAL BUSINESS Program? (Write NONE if you have no comment)

10. What are the weaknesses of the GENERAL BUSINESS Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the GENERAL BUSINESS field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

BUS3

GENERAL BUSINESS

Number of Employers Surveyed	9
Number of Returns	4
Percentage of Responses	44%

1. GENERAL COMPETENCIES	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. The student should be able to communicate in writing.	3	75%	1	25%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	3	75%	1	25%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	2	50%	2	50%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	25%	1	25%	1	25%	1	25%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	25%	2	50%	0	0%	0	0%	1	25%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	25%	2	50%	0	0%	0	0%	1	25%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
2. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the GENERAL BUSINESS field?	1	25%	2	50%	1	25%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
3. If you had an opening, would you consider hiring another GENERAL BUSINESS graduate from Horry-Georgetown Technical College?	4	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

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1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
GENERAL BUSINESS PROGRAM

2. Please list any additional general or technical competencies, which should be considered for inclusion in the GENERAL BUSINESS Program.

Team Building, Team Player, Interviewing Skills, and How to handle feedback

5. What do you think are the strengths of the College's GENERAL BUSINESS Program?

I think that the strengths of the GENERAL BUSINESS Program are related mostly towards communication. People must be able to communicate their ideas as well as accept feedback on their mistakes. HGTC provides numerous speaking classes in every program offered.

6. What do you think are the weaknesses of the College's GENERAL BUSINESS Program?

The teachers are not as strict as they need to be. They really need to focus on development of the good qualities of each student. Keep the classes to a minimum of 15 per class.

Getting your students to work together to help others, not putting most of the load on other co-workers

7. What suggestions do you have for improving our GENERAL BUSINESS Program to better meet your needs?

Team Building, Team Player, Interviewing Skills, and How to handle feedback

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our 1996-97 GENERAL BUSINESS Program graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency** areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE GENERAL BUSINESS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

2. Please list any additional general competencies that should be considered for inclusion in the GENERAL BUSINESS Program. (Write NONE if you have no comment)

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BUS3 – 8/98 <«No»>

3. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the GENERAL BUSINESS field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

4. If you had an opening, would you consider hiring another GENERAL BUSINESS graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain)____
☐ Uncertain (please explain) _____________________________________

5. What do you think are the strengths of the College's GENERAL BUSINESS Program? (Write NONE if you have no comment)

6. What do you think are the weaknesses of the College's GENERAL BUSINESS Program? (Write NONE if you have no comment)

7. What suggestions do you have for improving our GENERAL BUSINESS to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

BUS3 – 8/98

GRADUATE & EMPLOYER REPORT

1996-97 GRADUATES

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

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TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

Volume 2 of 2

HORRY-GEORGETOWN TECHNICIAL COLLEGE
OFFICE OF INSTITUTIONAL RESEARCH
ROBERTA KRAMER, DIRECTOR

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GRADUATE AND EMPLOYER SURVEY REPORT
1996-97

The Office of Institutional Research has completed an extensive graduate and employer survey assessments for three consecutive years. The data comprising this report reflects the input from the graduates of 1996-97 and their respective employers. The College can now benefit from the existence of a significant body of data to derive an overview of trends departmentally and institutionally. The process utilized to complete this report is described at the end of this narrative.

Rationale and Process

The technical competencies originally evolved through the DACUM process. The DACUM (Design A Curriculum) gives service area employers, who are members of program Advisory Boards, the opportunity to shape curricula based upon practical, current, knowledge of the necessary skills for professional competency in their fields. Program competencies defined through this process were logged into a database designed for multiple purposes.

Both general competencies and technical competencies were incorporated in all of the employer survey instruments. A total of 27 programs were evaluated however, five of those areas did not elicit graduate responses despite the completion of two mailings to all graduates. Therefore, only 22 programs in this report will include graduate data. The Office of Institutional Research is currently in the process of exploring alternative survey administration procedures to supplement the mailing process which has proven insufficient for the gathering of required data.

This entire assessment activity will be conducted annually to develop the longitudinal database needed for the statistical analysis related to continuous improvement. Department Heads will advise Institutional Research with regard to the need for future program competency revisions in the database. The data provide the basis for a comprehensive, measurable, assessment of progress, pertaining to a variety of educational goals. In addition, efforts toward program improvement can be more effective through the analysis of information to identify the areas of weakness as well as those of strength.

The questions, layout, rating scale, and general content of the survey instruments are open to review and modification. Input and suggestions from the campus community are always welcome. The overall results of this evaluation provide a valuable contribution to the fulfilment of the institutional mission and enhancement of institutional effectiveness. The long term refinement of the process and subsequent reporting will become increasingly beneficial in view of the recent state mandate for performance funding in higher education.

Reporting of Multiple Awards

A factor which has proven problematic is the reporting of multiple awards for various graduates. For example, a graduate may obtain an associate degree, diploma and a certificate at the same time. In order to avoid the duplication of survey responses for such individuals, they are surveyed only at the highest award level. Therefore, in the aforementioned case the graduate would be surveyed in their respective associate program and their responses would only be reported at the associate degree level. In these instances notations have been included at the top of the reporting page to indicate the number of graduates whose results are not reported at the lower level of awards received. The elimination of duplicate mailings and the accurate documentation of achievements are important elements of this process involving significant time and effort.

The "1996-97 Graduates with Multiple Awards Summary" which explains and lists the awards not surveyed is presented at the end of this narrative following the "Graduate Placement Report Procedure."

Methodology and Results

The following pages relate the survey findings for each program evaluated. The majority of programs not included in the report findings are awaiting the completion of a DACUM to up-date competencies. Another reason for the absence of reported data is the rare failure to gather any responses from the two mailings which were completed for each program. The comments offered by the respondents were reproduced as accurately as possible and occasionally changed with regard to spelling and punctuation only for clarification purposes. Also, references to particular individuals, mainly faculty were replaced by generic references for example "(instructor)" to insure privacy.

Frequency distributions were computed and are presented both numerically and as percentages for each of the programs surveyed. Future comparisons or correlations utilizing this data will occur as the body of information pertinent expands. Some summative results pertaining to key areas of student and employer satisfaction are stated below.

- 41% of graduates indicated that they are very satisfied with their educational experience at the college, .04% indicated that they were very dissatisfied.
- 56% of graduates responding indicated that their experiences at HGTC definitely improved their quality of life, 36% reported that HGTC had probably improved their lives, 2.5% reported that the college probably had not, and 5% indicated that they were uncertain. No respondents reported that the college had definitely not improved their lives.
- Graduates graded the overall preparation for employment provided by the college as follows: A=28%, B=46%, C=21%, D =5%, F=0%
- Employers of graduates graded the overall preparation for employment provided by the college as follows: A=11%, B=61%, C=27%, D =0%, F=1%
- When Employers were asked if they would consider hiring another HGTC graduate, they responded as follows: Yes=94%, No=2%, Uncertain=4%

GRADUATE PLACEMENT REPORT PROCEDURE

The process of Graduate Placement reporting will be implemented by completion of the following sequential activities.

1. **Students** initiate the process of filing **Applications for Graduation.**

2. Following the end of the fall semester drop/add period, the **Registrar** compiles the official list of candidates for graduation and forwards the pertinent research portions of the application forms to **Institutional Research.**

3. **Institutional Research** generates a database from the information provided on the applications for graduation. **Institutional Research** then creates a Placement Report from the database and presents copies of the report to the individual **Department Heads.**

4. The **Department Heads** then follow-up by obtaining student employment information not provided at the time of application for graduation. This information may already be known by the **Department Head** or require a proactive effort via phone inquiry, contact with employers, or related activities. When the report forms have been completed to the fullest possible extent, the **Department Heads RETURN THE ORIGINAL FORMS TO INSTITUTIONAL RESEARCH AND RETAIN COPIES FOR THEIR DEPARTMENTAL FILES.**

5. Upon receipt of the originals, **Institutional Research** will update the database by keying in the new information provided by the **Department Heads. Institutional Research** then mails the Graduate Follow-up surveys and Employer Follow-up surveys.

6. When the results of the Graduate Follow-up and Employer Follow-up surveys have been compiled, they are reported to the **Department Heads**.

The proposed calendar for the completion of this process is:

1. Students file Applications for Graduation on a continuous basis.

2. The Registrar completes the list of candidates for graduation and submits the research portions of the Applications for Graduation to Institutional Research by **September 30** (the end of the drop/add period).

3. Institutional Research creates the database from the data reported on the Application for Graduation.

4. The Department Heads follow-up by obtaining additional student placement data and enter the information on the placement report forms. When all forms have been completed as fully as possible, **ORIGINAL PLACEMENT FORMS ARE RETURNED TO INSTITUTIONAL RESEARCH AND THE DEPARTMENT HEADS RETAIN COPIES FOR THEIR FILES.** This activity is completed by **January 30.**

5. Upon receipt of the revised forms from the Department Heads, Institutional Research keys in the new data and then mails the Employer Follow-up and Graduate Follow-up surveys by **April 15.**

6. Institutional Research calculates, analyzes and reports the results from both surveys by **September 1.**

1996-97 Graduates with Multiple Awards Summary

There were 593 graduates who earned a total of 639 Degrees, Diplomas, and Certificates. Of these graduates, there were 32 graduates who earned multiple awards for a total of 46 awards. The following is the breakdown of these awards.

32 awards earned by graduates with 2 Degrees, Diplomas, or Certificates.
9 awards earned by graduates with 3 Degrees, Diplomas, or Certificates.
5 awards earned by graduates with 4 Degrees, Diplomas, or Certificates.

The 46 Multiple Awards not surveyed is explained in the following chart:

AWARD	Earned as 2nd Award	Earned as 3rd Award	Earned as 4th Award	Total Not Surveyed
AAA4	3	0	0	3
AAS5	2	0	0	2
AUO1	1	0	0	1
BUS3	2	0	0	2
CDP1	3	3	0	6
CPA7	1	0	0	1
CPR6	5	2	0	7
CRJ7	1	0	0	1
HAF6	3	0	0	3
HMS6	3	1	0	4
HSCN	1	0	0	1
MOC7	2	0	0	2
MSO7	1	1	5	7
RDM6	3	2	0	5
TES7	1	0	0	1
TOTAL	32	9	5	46

There are three programs that are not represented in this year's report due to graduates with Multiple Awards being administered at the highest award. These programs are:

CRJ7 - 1 Surveyed under CRJ3
HAF6 - 3 Surveyed under HTM3
HMS6 - 4 Surveyed under HTM3

Response Summary

		Graduates Surveyed			Employers Surveyed			
			Returned		Employed		Returned	
	CURRICULUM	#	#	%	#	%	#	%
1	ACCOUNTING	8	4	50%	3	38%	1	33%
2	AIR CONDITIONING/REFRIGERATION MECHANICS	1	0	0%	1	100%	0	0%
3	ASSOCIATE IN ARTS	16	5	31%				*
4	ASSOCIATE IN SCIENCE	17	4	24%				*
5	AUTOMATED OFFICE	9	1	11%	6	67%	4	67%
6	BASIC BUSINESS	1	0	0%	0	0%		*
7	CIVIL ENGINEERING TECHNOLOGY	5	2	40%	3	60%	3	100%
8	COBOL PROGRAMMING	1	0	0%	0	0%		*
9	COMPUTER DATA PROCESSING	2	1	50%	0	0%		*
10	COMPUTER TECHNOLOGY	16	4	25%	8	50%	6	75%
11	COMPUTERIZED ACCOUNTING	2	1	50%	0	0%		*
12	CRIMINAL JUSTICE TECHNOLOGY	49	9	18%	16	33%	6	38%
13	CULINARY ARTS TECHNOLOGY	14	3	21%	8	57%	5	63%
14	DATA ENTRY OPERATOR	3	0	0%	0	0%		*
15	EARLY CHILDHOOD DEVELOPMENT	34	7	21%	15	44%	8	53%
16	ELECTRONIC ENGINEERING TECHNOLOGY	13	5	38%	7	54%	3	43%
17	ELECTRONICS TECHNOLOGY	22	4	18%	9	41%	6	67%
18	FOOD AND BEVERAGE MANAGEMENT	1	0	0%	1	100%	1	0%
19	FORESTRY MANAGEMENT TECHNOLOGY	26	7	27%	15	58%	12	80%
20	GENERAL BUSINESS	33	9	27%	9	27%	4	44%
21	GENERAL TECHNOLOGY	2	0	0%				*
22	GOLF COURSE MANAGEMENT	56	8	14%	42	75%	18	43%
23	GROUNDS MANAGEMENT	1	0	0%	1	100%	0	0%
24	HEALTH SCIENCE-NURSING	10	2	20%				*
25	HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY	6	3	50%	4	67%	3	75%
26	HOSPITALITY & TOURISM MANAGEMENT	18	3	17%	13	72%	8	62%
27	INTERIOR DESIGN	16	8	50%	5	31%	3	60%
28	LEGAL ASSISTANT/PARALEGAL	13	5	38%	4	31%	2	50%
29	MACHINE TOOL TECHNOLOGY	10	2	20%	6	60%	4	67%
30	MEDICAL OFFICE CLERICAL ASSISTANT	30	10	33%	12	40%	7	58%
31	MICROCOMPUTER BUSINESS APPLICATIONS	4	0	0%	1	25%	1	100%
32	NURSING (ADN)	40	8	20%	34	85%	17	50%
33	NURSING (PN)	44	15	34%	35	80%	26	74%
34	OFFICE SYSTEMS TECHNOLOGY	18	3	17%	13	72%	5	38%
35	PARALEGAL CERTIFICATE	6	0	0%	3	50%	1	33%
36	RADIOLOGIC TECHNOLOGY	24	9	38%	14	58%	14	100%
37	ROOMS DIVISION MANAGEMENT	1	0	0%	0	0%		*
38	TURF EQUIPMENT SPECIALIST	1	0	0%	1	100%	0	0%
39	VOCATIONAL TECHNICAL EDUCATION	20	3	15%	11	55%	7	64%
	Totals:	593	145	24.5%	300	50.6%	175	58.3%

* Not Surveyed

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Golf Course Management

GOLF COURSE MANAGEMENT

Number of Graduates	56
Number of Returns	8
Percentage of Responses	14%

1 Graduate Also Received
Other Awards: 1 TES7 Certificate

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE GOLF COURSE MANAGEMENT PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	38%	5	63%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	4	50%	4	50%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	13%	5	63%	2	25%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	13%	6	75%	1	13%	0	0%	0	0%	0	0%
e. Quality of course content	1	13%	6	75%	1	13%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	3	38%	4	50%	1	13%	0	0%	0	0%	0	0%
h. Availability of courses in your major	3	38%	4	50%	1	13%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE GOLF COURSE MANAGEMENT PROGRAM												
a. Condition of classroom/lecture facilities	1	13%	3	38%	1	13%	3	38%	0	0%	0	0%
b. Condition of the laboratory facilities	1	13%	1	13%	5	63%	1	13%	0	0%	0	0%
c. Space/size of the labs	1	13%	2	25%	3	38%	2	25%	0	0%	0	0%
d. Safety features in the labs	1	13%	1	13%	6	75%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	13%	1	13%	4	50%	2	25%	0	0%	0	0%
f. Condition of equipment in the labs	1	13%	2	25%	5	63%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/state-of-the-art	1	13%	1	13%	4	50%	2	25%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE GOLF COURSE MANAGEMENT PROGRAM												
a. Grow & care for turfgrasses	2	25%	6	75%	0	0%	0	0%	0	0%	0	0%
b. Select timing for cultural practices/pesticides	1	13%	7	88%	0	0%	0	0%	0	0%	0	0%
c. Follow proper procedures for taking soil samples	3	38%	5	63%	0	0%	0	0%	0	0%	0	0%
d. Make fertilizer/soil recommendations	3	38%	4	50%	0	0%	1	13%	0	0%	0	0%
e. Perform calibration of sprayer/granular equipment	1	13%	4	50%	1	13%	2	25%	0	0%	0	0%
f. Grow & care for ornamental plants	1	13%	2	25%	5	63%	0	0%	0	0%	0	0%
g. Delegate authority, tasks, and train crew	1	13%	1	13%	2	25%	2	25%	1	13%	1	13%
h. Coordinate/maintain rapport with club officials	1	13%	1	13%	2	25%	3	38%	0	0%	1	13%
i. Repair hydraulic/electric irrigation/pump systems	1	13%	0	0%	2	25%	3	38%	1	13%	1	13%
j. Demonstrate knowledge and instruct employees re:hazardous equipment	2	25%	2	25%	1	13%	3	38%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the GOLF COURSE MANAGEMENT Program prepared you for employment in your field?	3	38%	4	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select GOLF COURSE MANAGEMENT?	5	63%	2	25%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	5	63%	2	25%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	4	50%	3	38%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the GOLF COURSE MANAGEMENT field?	4	50%	4	50%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
GOLF COURSE MANAGEMENT PROGRAM

4. What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of GOLF COURSE MANAGEMENT graduates?

Introduce Clemson transfer classes into program, i.e., Chemistry–Math classes too easy, bring student to calculus.

Need to teach communication techniques better

9. What are the strengths of the GOLF COURSE MANAGEMENT Program?

Soils, fertilizer, turf management culture practices – timing (importance of)

Practical application, interest of advisors

The faculty - Professor *(Instructor)*

The instructors are all good teachers. The subject matter in all courses can be used to manage turfgrass. The classes were small enough to receive any necessary individualized attention.

Strengths of the Program are the strong background most of the staff have in the turfgrass profession.

(Instructor). Classes geared toward golf course management, not farming

Hands-on experience

10. What are the weaknesses of the GOLF COURSE MANAGEMENT Program?

Management – people of various systems used in area (i.e., 8000/OSMK); Irrigation – operation and repair.

Not much equipment on which to learn operation, calibration, etc.

Lack of managerial classes

Irrigation classes were not applicable to the golf course. The irrigation labs should involve hands-on commercial irrigation troubleshooting and repairs.

Some weaknesses are in the mechanical side of the industry. There needs to be more education on machinery operation and repair.

(Instructor), irrigation instruction, no people management classes

Not enough training & teaching of common golf course problems, i.e. pump repairs, what fertilizers to use

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Upgrade labs, improve environmental control systems of classrooms.

I would suggest management classes.

Some of the facilities are run down. Keep Golf Course Management standards high and continue to train young people to take good care of golf courses.

Improve classrooms (neater, better colors, etc.) Improve quality of materials used in educational purposes.

Update classrooms, train students to become management of time, people & money

GRADUATE FOLLOW-UP STUDY

1. Please rate the GOLF COURSE MANAGEMENT Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE GOLF COURSE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the GOLF COURSE MANAGEMENT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE GOLF COURSE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE GOLF COURSE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Grow & care for turfgrass	☐	☐	☐	☐	☐	☐
b. Select timing for cultural practices/pesticides	☐	☐	☐	☐	☐	☐
c. Follow proper procedures for taking soil samples	☐	☐	☐	☐	☐	☐
d. Make fertilizer/soil recommendations	☐	☐	☐	☐	☐	☐
e. Perform calibration of sprayer/granular equipment	☐	☐	☐	☐	☐	☐
f. Grow & care for ornamental plants	☐	☐	☐	☐	☐	☐
g. Delegate authority, tasks, and train crew	☐	☐	☐	☐	☐	☐
h. Coordinate/maintain rapport w/club officials	☐	☐	☐	☐	☐	☐
i. Repair hydraulic/electric irrigation/pump systems	☐	☐	☐	☐	☐	☐
j. Demonstrate knowledge and instruct employees re: hazardous equip.	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of GOLF COURSE MANAGEMENT graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the GOLF COURSE MANAGEMENT Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select GOLF COURSE MANAGEMENT? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the GOLF COURSE MANAGEMENT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the GOLF COURSE MANAGEMENT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the GOLF COURSE MANAGEMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

GCM3

GOLF COURSE MANAGEMENT

Number of Employers Surveyed	42
Number of Returns	18
Percentage of Responses	43%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Grow & care for turf grasses	5	28%	9	50%	4	22%	0	0%	0	0%	0	0%
b. Select timing for cultural practices/pesticides	2	11%	9	50%	7	39%	0	0%	0	0%	0	0%
c. Follow proper procedures for taking soil samples	7	39%	6	33%	4	22%	0	0%	0	0%	0	0%
d. Make fertilizer/soil recommendations	5	28%	5	28%	7	39%	1	6%	0	0%	0	0%
e. Perform calibration of sprayer/granular equipment	6	33%	8	44%	4	22%	0	0%	0	0%	0	0%
f. Grow & care for ornamental plants	1	6%	3	17%	10	56%	2	11%	0	0%	2	11%
g. Delegate authority, task, and train crew	4	22%	4	22%	9	50%	0	0%	0	0%	1	6%
h. Coordinate/maintain rapport with club officials	5	28%	6	33%	6	33%	0	0%	0	0%	1	6%
i. Repair hydraulic/electric irrigation/pump systems	2	11%	6	33%	7	39%	1	6%	0	0%	2	11%
j. Demonstrate knowledge and instruct employees re: hazardous equipment	3	17%	5	28%	9	50%	0	0%	0	0%	1	6%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	3	17%	7	39%	5	28%	2	11%	0	0%	1	6%
b. The student should be able to communicate orally.	4	22%	8	44%	6	33%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	7	39%	9	50%	1	6%	1	6%	0	0%	0	0%
d. The student should be able to follow oral instructions.	7	39%	10	56%	1	6%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	5	28%	9	50%	4	22%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	5	28%	8	44%	5	28%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	10	56%	5	28%	2	11%	1	6%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	9	50%	6	33%	2	11%	1	6%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	8	44%	6	33%	3	17%	1	6%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	6	33%	6	33%	5	28%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the GOLF COURSE MANAGEMENT field?	3	17%	9	50%	6	33%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another GOLF COURSE MANAGEMENT graduate from Horry-Georgetown Technical College?	18	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
GOLF COURSE MANAGEMENT PROGRAM

3. Please list any additional general or technical competencies, which should be considered for inclusion in the GOLF COURSE MANAGEMENT Program.

Spanish courses should be mandatory for all students.

Personnel Management is traditionally a weak link for all schools. It is probably the most important aspect of our job and tends to be the least taught subject.

Spanish classes

Shop management, professionalism, higher level of mechanics (hands-on)

More personnel management

Shop management, higher level of mechanics (hands-on)

Accurate applications of fertilizers and chemicals

6. What do you think are the strengths of the College's GOLF COURSE MANAGEMENT Program?

Irrigation course

The opportunity for students to get hands-on experience throughout the Grand Strand and within the college

Hands-on work with most aspects of GC management

Every subject applied directly to managing a golf course, not farming or forestry or another line of work.

Soils, turf management

I believe all the co-op students we employ, Horry-Georgetown demands more recording of their activities which I believe is a good thing.

Turf management, soils

General knowledge of turf practices in area

An outstanding staff!

7. **What do you think are the weaknesses of the College's GOLF COURSE MANAGEMENT Program?**

Students need to tell their bosses what they are studying from week to week so that we can help them with and maybe apply it out on the GC.

1) Not enough irrigation training; not enough fertilizer/pesticide training-knowing when to apply each product, differences in types of products, 2) general info to use and when not to use; 3) very little mechanical training

Personnel Management. Helping students understand the entire scope of the golf operation from a business standpoint.

Mechanical, basic equipment operations **[2 times this identical or almost identical response was made]**

I think the college should require students to work on a golf course during school year.

Students should be required to have more on the job experience.

8. **What suggestions do you have for improving our GOLF COURSE MANAGEMENT Program to better meet your needs?**

Management courses, personal and time. **[2 times this identical or almost identical response was made]**

Spend more time on field trips to golf courses and meet with the Supt., Asst. Supt., and mechanic. Ask questions, the best learning is in the field, not in a classroom. Encourage all students to work on a golf course while in school.

Prior experience on a golf course before entering school is a must in this field. The more experience a person has, the better they will perform upon employment as an assistant superintendent.

Help them understand the whole picture as a business. No matter if it's a country club or public golf course, there is always someone to answer to.

Allow more flexibility in scheduling to allow students to work morning hours at courses. Let them take math and english at night, for example.

I believe more students than jobs are coming out of the schools. Maybe start weeding out the marginal students before we get them in the field.

Work in oral communications skills to crew and subcontractors

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 GOLF COURSE MANAGEMENT graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE GOLF COURSE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Grow & care for turfgrasses	☐	☐	☐	☐	☐	☐
b. Select timing for cultural practices/pesticides	☐	☐	☐	☐	☐	☐
c. Follow proper procedures for taking soil samples	☐	☐	☐	☐	☐	☐
d. Make fertilizer/soil recommendations	☐	☐	☐	☐	☐	☐
e. Perform calibration of sprayer/granular equipment	☐	☐	☐	☐	☐	☐
f. Grow & care for ornamental plants	☐	☐	☐	☐	☐	☐
g. Delegate authority, tasks, and train crew	☐	☐	☐	☐	☐	☐
h. Coordinate/maintain rapport w/club officials	☐	☐	☐	☐	☐	☐
I. Repair hydraulic/electric irrigation/pump systems	☐	☐	☐	☐	☐	☐
j. Demonstrate knowledge and instruct employees regarding hazardous equipment	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE GOLF COURSE MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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3. Please list any additional general or technical competencies that should be considered for inclusion in the GOLF COURSE MANAGEMENT Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the GOLF COURSE MANAGEMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another GOLF COURSE MANAGEMENT graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______
☐ Uncertain (please explain) ______

6. What do you think are the strengths of the College's GOLF COURSE MANAGEMENT Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's GOLF COURSE MANAGEMENT Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our GOLF COURSE MANAGEMENT Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

GCM3

Health Science-Nursing

HEALTH SCIENCE-NURSING

Number of Graduates	10
Number of Returns	2
Percentage of Responses	20%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE HEALTH SCIENCE-NURSING PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE HEALTH SCIENCE-NURSING PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	50%	1	50%	0	0%	0	0%
c. Space/size of the labs	0	0%	0	0%	1	50%	1	50%	0	0%	0	0%
d. Safety features in the labs	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
3. GENERAL COMPETENCY SKILL AREAS FOR THE HEALTH SCIENCE-NURSING PROGRAM												
a. Able to communicate in writing	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
b. Able to communicate orally	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
c. Able to follow written instructions	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
d. Able to follow oral instructions	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
e. Able to solve math problems on the job	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
f. Able to analyze problems encountered and assess how appropriately to solve them	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
g. Able to work as team with others on the job	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
h. Able to work with diverse individuals or groups in a multicultural workplace and society	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
i. Able to display what is ethical and professional conduct	0	0%	1	50%	0	0%	1	50%	0	0%	0	0%

	Very Adequate #	Very Adequate %	Adequate #	Adequate %	In-adequate #	In-adequate %	Very In-adequate #	Very In-adequate %	Uncertain #	Uncertain %
5. Which statement best describes how you think the HEALTH SCIENCE-NURSING Program prepared you for employment in your field?	0	0%	2	100%	0	0%	0	0%	0	0%

	Definitely Yes #	Definitely Yes %	Probably Yes #	Probably Yes %	Probably Not #	Probably Not %	Definitely Not #	Definitely Not %	Uncertain #	Uncertain %
6. If you could select your major over again, would you select HEALTH SCIENCE-NURSING?	1	50%	1	50%	0	0%	0	0%	0	0%

	Very Satisfied #	Very Satisfied %	Satisfied #	Satisfied %	Dis-satisfied #	Dis-satisfied %	Very Dis-satisfied #	Very Dis-satisfied %	Uncertain #	Uncertain %
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	2	100%	0	0%	0	0%	0	0%

	Definitely Yes #	Definitely Yes %	Probably Yes #	Probably Yes %	Probably Not #	Probably Not %	Definitely Not #	Definitely Not %	Uncertain #	Uncertain %
8. Do you feel the HGTC experience has improved the quality of your life?	1	50%	1	50%	0	0%	0	0%	0	0%

	A #	A %	B #	B %	C #	C %	D #	D %	F #	F %
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the HEALTH SCIENCE-NURSING field?	0	0%	2	100%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

GRADUATE FOLLOW-UP STUDY

1. Please rate the HEALTH SCIENCE-NURSING Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE HEALTH SCIENCE-NURSING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the HEALTH SCIENCE-NURSING Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE HEALTH SCIENCE-NURSING PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE HEALTH SCIENCE-NURSING PROGRAM	A N/A Excellent	B Above Average	C Average	D Below Average	F Failure	
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instruction	☐	☐	☐	☐	☐	☐
d. Able to follow oral instruction	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or group in a multicultural workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐

HSCN <<No>>

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of HEALTH SCIENCE-NURSING graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the HEALTH SCIENCE-NURSING Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select HEALTH SCIENCE-NURSING? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

9. What are the strengths of the HEALTH SCIENCE-NURSING Program? (Write NONE if you have no comment)

10. What are the weaknesses of the HEALTH SCIENCE-NURSING Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the HEALTH SCIENCE-NURSING field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

HSCN

Heating, Ventilation, Air Conditioning Technology

HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY

Number of Graduates	6
Number of Returns	3
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
d. Quality of textbooks	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
e. Quality of course content	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
h. Availability of courses in your major	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
c. Space/size of the labs	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
d. Safety features in the labs	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/state-of-the-art	0	0%	0	0%	2	67%	1	33%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM												
a. Troubleshoot line voltage and low voltage	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
b. Test and analyze mechanical components	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
c. Read and interpret manufacturer's specifications	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
d. Cut duct material to proper sizing	0	0%	0	0%	3	100%	0	0%	0	0%	0	0%
e. Balance air systems	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
f. Perform heat gain/loss calculations	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
g. Braze copper line	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
h. Recycle, recover, reclaim, and charge system for federal certification	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		Inadequate		Very Inadequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program prepared you for employment in your field?	0	0%	3	100%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY?	2	67%	1	33%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dissatisfied		Very Dissatisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	1	33%	2	67%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY field?	0	0%	1	33%	2	67%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM

9. **What are the strengths of the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program?**

Troubleshooting Systems

Learning electrical circuits

Knowledge of HVAC

10. **What are the weaknesses of the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program?**

Duct board cutting and sizing

Lack of hands-on time in lab

Not enough experience

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

A year book, more than a 2-year college, more student parking, more after hour activities such as dances & trips

Work more community jobs

More hands-on

GRADUATE FOLLOW-UP STUDY

1. Please rate the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the Heating/Ventilation/Air Condioning Technology Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Troubleshoot line voltage and low voltage	☐	☐	☐	☐	☐	☐
b. Test and analyze mechanical components	☐	☐	☐	☐	☐	☐
c. Read and interpret manufacture's specifications	☐	☐	☐	☐	☐	☐
d. Cut duct material to proper sizing	☐	☐	☐	☐	☐	☐
e. Balance air systems	☐	☐	☐	☐	☐	☐
f. Perform heat gain/loss calculations	☐	☐	☐	☐	☐	☐
g. Braze copper line	☐	☐	☐	☐	☐	☐
h. Recycle, recover, reclaim, and charge system for federal certification	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY

Number of Employers Surveyed	4
Number of Returns	3
Percentage of Responses	75%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Troubleshoot line voltage and low voltage	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
b. Test and analyze mechanical components	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
c. Read and interpret manufacturer's specifications	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
d. Cut duct material to proper sizing	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
e. Balance air systems	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
f. Perform heat gain/loss calculations	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
g. Braze copper line	1	33%	1	33%	0	0%	1	33%	0	0%	0	0%
h. Recycle, recover, reclaim, and charge system for federal certification	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	33%	1	33%	1	33%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	33%	0	0%	1	33%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY field?	0	0%	0	0%	3	100%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY graduate from Horry-Georgetown Technical College?	3	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program.**

   More electrical troubleshooting skills, less heat load calculations, less duct board and duct building, less duct sizing. The industry needs techs, heavy skills in electrical and refrigeration troubleshooting!

6. **What do you think are the strengths of the College's HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program?**

   To instill a good work ethic, show up on time, brazing techniques

   I think the program has a lot to offer in preparing new students for the trade in the basic duct designs and in the art of brazing copper and the understanding of low voltage wiring.

7. **What do you think are the weaknesses of the College's HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program?**

   Do not put enough time into troubleshooting the wiring problems on units

   Too much time spent on heat load calculations, duct design, duct layout and construction. Not enough electrical and refrigeration troubleshooting. We need service techs.

   I think it would be great for the new students to have more hands-on this whole view of a new installation of a home system in a new construction environment.

8. **What suggestions do you have for improving our HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program to better meet your needs?**

   We need service Techs!

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Troubleshoot line voltage and low voltage	☐	☐	☐	☐	☐	☐
b. Test and analyze mechanical components	☐	☐	☐	☐	☐	☐
c. Read and interpret manufacturer's specifications	☐	☐	☐	☐	☐	☐
d. Cut duct material to proper sizing	☐	☐	☐	☐	☐	☐
e. Balance air systems	☐	☐	☐	☐	☐	☐
f. Perform heat gain/loss calculations	☐	☐	☐	☐	☐	☐
g. Braze copper line	☐	☐	☐	☐	☐	☐
h. Recycle, recover, reclaim, and charge system for federal certification	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

HVA3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______________________________
☐ Uncertain (please explain) ______________________________

6. What do you think are the strengths of the College's HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our HEATING VENTILATION & AIR CONDITIONING TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

HVA3

Hospitality/Tourism Management

HOSPITALITY & TOURISM MANAGEMENT

Number of Graduates	18	8 Graduates Also Received Other Awards: 3 HAF6 Certificates 3 HMS6 Certificates, and 5 RDM6 Certificates
Number of Returns	3	
Percentage of Responses	17%	

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
e. Quality of course content	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	0	0%	3	100%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
c. Space/size of the labs	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
d. Safety features in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
e. Availability of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
f. Condition of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM												
a. Communicates clearly, both verbally and in writing	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
b. Identify different components of the tourism industry	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Demonstrates management & leadership skills	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
d. Perform accounting functions in hospitality environment	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
e. Perform front office procedures	1	33%	1	33%	0	0%	1	33%	0	0%	0	0%
f. Perform housekeeping functions	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
g. Uses strategic marketing concepts	2	67%	0	0%	0	0%	1	33%	0	0%	0	0%
h. Identify legal issues regarding hotel/food service industries	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. Identify hotel/food service maintenance functions	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
j. Employ convention/group business techniques/procedures	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%

k. Demonstrates ability to manage a food service establishment	2	67%	0	0%	1	33%	0	0%	0	0%	0	0%
l. Employs proper food service sanitation procedures	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the HOSPITALITY & TOURISM MANAGEMENT Program prepared you for employment in your field?	2	67%	1	33%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select HOSPITALITY & TOURISM MANAGEMENT?	3	100%	0	0%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	67%	1	33%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the HOSPITALITY & TOURISM MANAGEMENT field?	1	33%	1	33%	1	33%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
HOSPITALITY & TOURISM MANAGEMENT PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of HOSPITALITY & TOURISM MANAGEMENT graduates?**

   The English department should deal more with everyday business writing rather than author based summaries.

9. **What are the strengths of the HOSPITALITY & TOURISM MANAGEMENT Program?**

   (Instructor) and *(Instructor)* – they are 2 of the most excellent professors I have ever had!

   The instructors in the program

   The fact that the professors came from the field, I felt the learning was more the reality, experience oriented type rather than straight from the book with no real examples. I thought that made the program better.

10. **What are the weaknesses of the HOSPITALITY & TOURISM MANAGEMENT Program?**

    Lack of support by administration for the program.

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    Please consider offering satellite classes through some of the other universities such as USC. I would love to participate in these classes.

    Lower enrollment minimum for night courses. Improve support from administration for the HTM program. Improve access to computers/internet for students. Offer computer lab for front office procedures.

    The classrooms on the Grand Strand Campus feel like High School classrooms. I think it would be a better atmosphere for college if the classrooms were more up-to-date.

GRADUATE FOLLOW-UP STUDY

1. Please rate the HOSPITALITY & TOURISM MANAGEMENT Program in the following areas of **instruction**. Assign a grade from A=Excellent to F=Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the HOSPITALITY & TOURISM MANAGEMENT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally and in writing	☐	☐	☐	☐	☐	☐
b. Identify different components of the tourism industry	☐	☐	☐	☐	☐	☐
c. Demonstrate management & leadership skills	☐	☐	☐	☐	☐	☐
d. Perform accounting functions in hospitality environment	☐	☐	☐	☐	☐	☐
e. Perform front office procedures	☐	☐	☐	☐	☐	☐
f. Perform housekeeping functions	☐	☐	☐	☐	☐	☐
g. Use strategic marketing concepts	☐	☐	☐	☐	☐	☐
h. Identify legal issues regarding hotel/food service industries	☐	☐	☐	☐	☐	☐
i. Identify hotel/food service maintenance functions	☐	☐	☐	☐	☐	☐
j. Employ convention/group business techniques/procedures	☐	☐	☐	☐	☐	☐
k. Demonstrate ability to manage a food service establishment	☐	☐	☐	☐	☐	☐
l. Employ proper food service sanitation procedures	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of HOSPITALITY & TOURISM MANAGEMENT graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the HOSPITALITY & TOURISM MANAGEMENT Program prepared you for employment in your field? (Please check only one response)

   ☐ Very Adequate Preparation
   ☐ Adequate Preparation
   ☐ Inadequate Preparation (please explain)
   ☐ Very Inadequate Preparation (please explain)
   ☐ Uncertain (please explain)

6. If you could select your major over again, would you select HOSPITALITY & TOURISM MANAGEMENT? (Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   ☐ Very Satisfied
   ☐ Satisfied
   ☐ Dissatisfied (please explain)
   ☐ Very Dissatisfied (please explain)
   ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   ☐ Definitely Yes
   ☐ Probably Yes
   ☐ Probably Not (please explain)
   ☐ Definitely Not (please explain)
   ☐ Uncertain (please explain)

9. What are the strengths of the HOSPITALITY & TOURISM MANAGEMENT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the HOSPITALITY & TOURISM MANAGEMENT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the HOSPITALITY & TOURISM MANAGEMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

HTM3

HOSPITALITY & TOURISM MANAGEMENT

Number of Employers Surveyed	13
Number of Returns	8
Percentage of Responses	62%

1. TECHNICAL COMPETENCIES

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Communicate clearly, both verbally and in writing	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
b. Identify different components of the tourism industry	2	25%	4	50%	1	13%	0	0%	0	0%	1	13%
c. Demonstrate management & leadership skills	1	13%	3	38%	4	50%	0	0%	0	0%	0	0%
d. Perform accounting functions in hospitality environment	1	13%	3	38%	1	13%	0	0%	0	0%	3	38%
e. Perform front office procedures	2	25%	1	13%	2	25%	0	0%	0	0%	3	38%
f. Perform housekeeping functions	0	0%	0	0%	1	13%	0	0%	0	0%	7	88%
g. Use strategic marketing concepts	2	25%	0	0%	0	0%	0	0%	0	0%	6	75%
h. Identify legal issues regarding hotel/food service industries	0	0%	1	13%	2	25%	0	0%	0	0%	5	63%
i. Identify hotel/food service maintenance functions	0	0%	1	13%	1	13%	0	0%	0	0%	6	75%
j. Employ convention/group business techniques/procedures	0	0%	1	13%	2	25%	0	0%	0	0%	5	63%
k. Demonstrate ability to manage a food service establishment	0	0%	2	25%	0	0%	0	0%	0	0%	6	75%

2. GENERAL COMPETENCIES

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. The student should be able to communicate in writing.	1	13%	6	75%	1	13%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	2	25%	2	25%	4	50%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	2	25%	3	38%	3	38%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	2	25%	3	38%	3	38%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	13%	3	38%	3	38%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	13%	3	38%	3	38%	1	13%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%

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	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the HOSPITALITY & TOURISM MANAGEMENT field?	3	38%	2	25%	2	25%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another HOSPITALITY & TOURISM MANAGEMENT graduate from Horry-Georgetown Technical College?	7	88%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
HOSPITALITY & TOURISM MANAGEMENT PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in the HOSPITALITY & TOURISM MANAGEMENT Program.**

Greater stress on waste management, use of one or more inventory control systems (ex. Foodtrak)

Possibly have individual categories for what each student wants to "specialize" in (i.e. – resort management, executive/business style). (Maybe already have this-not too familiar with program!)

Public speaking

6. **What do you think are the strengths of the College's HOSPITALITY & TOURISM MANAGEMENT Program?**

Great location for providing OJT and job placement

Overall good preparation and knowledge of how a resort property should operate. Provides educational background and allows property to concentrate more on the "hands-on" training.

7. **What do you think are the weaknesses of the College's HOSPITALITY & TOURISM MANAGEMENT Program?**

Greater stress on waste management, use of one or more inventory control systems (ex. Foodtrak)

Maybe too general as to what is involved. Be more specific as to type of area we work in (resort style, not business-oriented).

8. **What suggestions do you have for improving our HOSPITALITY & TOURISM MANAGEMENT Program to better meet your needs?**

Provide more information earlier in the year concerning candidates for both internships and permanent positions. With the success *(Student)* has been to date, I am quite eager to interview anyone you deem fit to send/recommend.

1) More practice with one-on-one skills with customers, 2) More flexibility by student to each hotel's different policies, 3) Teach about how to handle different clientele (business travelers, vacationers, golfers, tour groups).

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 HOSPITALITY & TOURISM MANAGEMENT graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A=Excellent to F=Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally and in writing	☐	☐	☐	☐	☐	☐
b. Identify different components of the tourism industry	☐	☐	☐	☐	☐	☐
c. Demonstrate management & leadership skills	☐	☐	☐	☐	☐	☐
d. Perform accounting functions in hospitality environment	☐	☐	☐	☐	☐	☐
e. Perform front office procedures	☐	☐	☐	☐	☐	☐
f. Perform housekeeping functions	☐	☐	☐	☐	☐	☐
g. Use strategic marketing concepts	☐	☐	☐	☐	☐	☐
h. Identify legal issues regarding hotel/food service industries	☐	☐	☐	☐	☐	☐
i. Identify hotel/food service maintenance functions	☐	☐	☐	☐	☐	☐
j. Employ convention/group business techniques/procedures	☐	☐	☐	☐	☐	☐
k. Demonstrate ability to manage a food service establishment	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A=Excellent to F=Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE HOSPITALITY & TOURISM MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

HTM3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the HOSPITALITY & TOURISM MANAGEMENT Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the HOSPITALITY & TOURISM MANAGEMENT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another HOSPITALITY & TOURISM MANAGEMENT graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______
☐ Uncertain (please explain) ______

6. What do you think are the strengths of the College's HOSPITALITY & TOURISM MANAGEMENT Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's HOSPITALITY & TOURISM MANAGEMENT Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our HOSPITALITY & TOURISM MANAGEMENT Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

HTM3

Interior Design

INTERIOR DESIGN

Number of Graduates	16
Number of Returns	8
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE INTERIOR DESIGN PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	6	75%	0	0%	1	13%	0	0%	0	0%	1	13%
b. Assistance provided to you by your advisor	5	63%	1	13%	1	13%	0	0%	0	0%	1	13%
c. Fairness of grading/testing	5	63%	2	25%	1	13%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	13%	2	25%	4	50%	0	0%	1	13%	0	0%
e. Quality of course content	2	25%	3	38%	2	25%	1	13%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	25%	2	25%	3	38%	0	0%	0	0%	1	13%
g. Willingness of faculty to help	4	50%	0	0%	4	50%	0	0%	0	0%	0	0%
h. Availability of courses in your major	2	25%	2	25%	3	38%	0	0%	0	0%	1	13%
2. FACILITIES & EQUIPMENT IN THE INTERIOR DESIGN PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	2	25%	4	50%	1	13%	1	13%	0	0%
b. Condition of the laboratory facilities	1	13%	2	25%	2	25%	1	13%	1	13%	1	13%
c. Space/size of the labs	1	13%	3	38%	2	25%	0	0%	0	0%	2	25%
d. Safety features in the labs	1	13%	2	25%	0	0%	0	0%	1	13%	4	50%
e. Availability of equipment in the labs	1	13%	4	50%	0	0%	0	0%	0	0%	3	38%
f. Condition of equipment in the labs	1	13%	2	25%	2	25%	0	0%	1	13%	2	25%
g. Equipment in the labs is up-to-date/ state-of-the-art	1	13%	0	0%	4	50%	0	0%	1	13%	2	25%
3. GENERAL COMPETENCY SKILL AREAS FOR THE INTERIOR DESIGN PROGRAM												
a. Able to communicate in writing	2	25%	3	38%	1	13%	0	0%	0	0%	2	25%
b. Able to communicate orally	3	38%	2	25%	1	13%	1	13%	0	0%	1	13%
c. Able to follow written instructions	3	38%	2	25%	1	13%	1	13%	0	0%	1	13%
d. Able to follow oral instructions	2	25%	4	50%	1	13%	0	0%	0	0%	1	13%
e. Able to solve math problems on the job	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
f. Able to analyze problems encountered and assess how appropriately to solve them	5	63%	2	25%	1	13%	0	0%	0	0%	0	0%
g. Able to work as team with others on the job	2	25%	4	50%	1	13%	0	0%	0	0%	1	13%
h. Able to work with diverse individuals or groups in a multicultural workplace and society	2	25%	4	50%	1	13%	0	0%	0	0%	1	13%
i. Able to display what is ethical and professional conduct	3	38%	2	25%	1	13%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies	1	13%	3	38%	2	25%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the INTERIOR DESIGN Program prepared you for employment in your field?	4	50%	2	25%	0	0%	1	13%	1	13%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select INTERIOR DESIGN?	7	88%	1	13%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	25%	3	38%	3	38%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	38%	3	38%	0	0%	2	25%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the INTERIOR DESIGN field?	1	13%	4	50%	0	0%	2	25%	1	13%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
INTERIOR DESIGN PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of INTERIOR DESIGN graduates?**

More time with the math courses. This is a very important part. I remember only one class and we did not get to cover much.

These courses didn't apply to Interior Design.

The Interior Design Program is excellent. However, the expenses (HGTC expense & Project expenses) are tremendous! I feel the workload of this program plus the time and expense required to do well deserves a higher degree than a certificate! Including English and Math will make a diploma worth it!!!

Some students were unable to pronounce many words in the textbooks. They were people taught in the South Carolina School System.

5. **Which statement best describes how you think the INTERIOR DESIGN Program prepared you for employment in your field?**

I did not go into the field.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

The campus was musty. We had to move the drawing tables ourselves. Our teacher did not get the classes she wanted.

Other than the instructor, my experience with the staff and the condition of the building and equipment was negative.

I feel there was a serious lack of instruction in fundamentals – fabric-color, content, style. Styles current today – selection on combining furniture, fabrics and color.

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

The college itself was deplorable. The only asset to me was the instructor.

9. **What are the strengths of the INTERIOR DESIGN Program?**

(Instructor) – Having the same teacher throughout the program was beneficial. Plus the fact that this subject is her business, I learned more and the things that go on through her work experiences.

(Instructor)! She is great!

The experience and knowledge of the instructor

Classes taught were excellent. Really prepared me for my profession.

The program pinpoints the main aspects of Interior Design and helps you learn different ways of solving a problem.

(Instructor). Actual hands-on teaching in estimating and figuring

The instructor was prompt and did follow schedules. Seemed competent in her field. Was available for questions.

10. What are the weaknesses of the INTERIOR DESIGN Program?

We need a better computer class that relates to design.

So much to learn, so little time

A longer course which allows more detailed information to be taught and other subjects to be included in the course.

None except the computers in the AutoCAD class were less than satisfactory. *Instructor)* was not too good either (class of 96).

The program can not prepare you for the real world of Interior Design.

Need more courses. Needs to be a two year certificate or a degree program!!!!

The CAD course was more than a waste of time and was personally humiliating because of my lack of computer background. Those same things that made my experience over-all very dissatisfactory #7.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Clean up the Grand Strand Campus. More lights in the parking area before someone is attacked. Provide adequate parking.

Better textbooks, new computers

I would suggest giving students a real budget to work with on projects and assign them clients instead of allowing them to make up their own clients. There needs to be more preparation for the real world.

Better exterior lighting. Easier access in afternoon to nighttime classrooms and resource room. AutoCAD course geared specifically to INTERIOR DESIGN Program.

Additional Comments:

(Instructor) is an excellent instructor. She shares her experiences in the field with her students, and explains solutions to everyday problems that arise in the design world. I enjoyed her classes very much. HGTC is lucky to have an instructor with the abilities and dedication of *(Instructor)*. If the Design Program is extended to a Diploma, I would certainly consider taking the remaining courses to graduate, again!

The college did nothing! The instructor was the only person who helped the students with anything.

After graduation, I wrote Dr. Sharples. Needless to say, I was not impressed by his response. NONE. I would not refer anyone to your school.

GRADUATE FOLLOW-UP STUDY

1. Please rate the INTERIOR DESIGN Program in the following areas of instruction. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable or any areas that you feel you cannot rate.

INSTRUCTION IN THE INTERIOR DESIGN PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the INTERIOR DESIGN Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE INTERIOR DESIGN PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE INTERIOR DESIGN PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Should be able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Should be able to communicate orally	☐	☐	☐	☐	☐	☐
c. Should be able to follow written instructions	☐	☐	☐	☐	☐	☐
d. Should be able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Should be able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Should be able to analyze problems encounted and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Should be able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Should be able to work with diverse individuals or group in a multiculture workplace and societh	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of INTERIOR DESIGN graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the INTERIOR DESIGN Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select INTERIOR DESIGN? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

9. What are the strengths of the INTERIOR DESIGN Program? (Write NONE if you have no comment)

10. What are the weaknesses of the INTERIOR DESIGN Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the INTERIOR DESIGN field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

IDE7 (9/98)

INTERIOR DESIGN

Number of Employers Surveyed	5
Number of Returns	3
Percentage of Responses	60%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Should be able to construct presentation boards	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
b. Should be able to coordinate fabrics	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
c. Should be able to pull together a color palette	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
d. Should be able to draft a floor plan	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
e. Should be able to measure for window treatments	0	0%	0	0%	1	33%	1	33%	0	0%	1	33%
f. Should be able to sketch window treatments	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
g. Should be able to measure for floor and wall coverings	0	0%	1	33%	1	33%	1	33%	0	0%	0	0%
h. Should be able to read a complete set of blueprints	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the INTERIOR DESIGN field?	0	0%	3	100%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another INTERIOR DESIGN graduate from Horry-Georgetown Technical College?	3	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
INTERIOR DESIGN PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the INTERIOR DESIGN Program.**

   I'm not really familiar with your Interior Design Program, but I should imagine *(Student)* is one of your exceptional students. We are certainly pleased with her performance as a drafting technician and customer representative.

   Computer skills

5. **If you had an opening, would you consider hiring another INTERIOR DESIGN graduate from Horry-Georgetown Technical College?**

   Please let us know if ever you have a student especially qualified (as was *(Student)*) in the drafting part of your program.

6. **What do you think are the strengths of the College's INTERIOR DESIGN Program?**

   The Design Program involves all aspects of design, involving both commercial and residential. The Program introduces the student to applications and concentrates on those used most often in the field.

8. **What suggestions do you have for improving our INTERIOR DESIGN Program to better meet your needs?**

   To some how develop a degree program instead of only certification.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our 1996-97 INTERIOR DESIGN Program graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the General Business graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE INTERIOR DESIGN PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Should be able to construct presentation boards	☐	☐	☐	☐	☐	☐
b. Should be able to coordinate fabrics	☐	☐	☐	☐	☐	☐
c. Should be able to pull together a color palette	☐	☐	☐	☐	☐	☐
d. Should be able to draft a floor plan	☐	☐	☐	☐	☐	☐
e. Should be able to measure for window treatments	☐	☐	☐	☐	☐	☐
f. Should be able to sketch window treatments	☐	☐	☐	☐	☐	☐
g. Should be able to measure for floor and wall coverings	☐	☐	☐	☐	☐	☐
h. Should be able to read a complete set of blueprints	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency** areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE INTERIOR DESIGN PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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3. Please list any additional general or technical competencies that should be considered for inclusion in the INTERIOR DESIGN Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the INTERIOR DESIGN field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another INTERIOR DESIGN graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain)____
☐ Uncertain (please explain) ____________________________________

6. What do you think are the strengths of the College's INTERIOR DESIGN Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's INTERIOR DESIGN Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our INTERIOR DESIGN to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

IDE7 (9/98)

Legal Assistant/Paralegal

LEGAL ASSISTANT/PARALEGAL

Number of Graduates	13
Number of Returns	5
Percentage of Responses	38%

1. INSTRUCTION IN THE LEGAL ASSISTANT/PARALEGAL PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	4	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	2	0%	1	0%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	2	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	0%	1	0%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	2	0%	0	0%	0	0%	0	0%	0	0%	0	0%

2. FACILITIES & EQUIPMENT IN THE LEGAL ASSISTANT/PARALEGAL PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Condition of classroom/lecture facilities	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%

3. TECHNICAL COMPETENCY SKILL AREAS FOR THE LEGAL ASSISTANT/PARALEGAL PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Apply legal research findings when writing memoranda	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Draft legal documents & client correspondence	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Use computer assisted research & other electronic services	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
d. Use word processing, database & spreadsheet programs	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
e. Demonstrate knowledge of various specialized legal software packages	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
f. Conduct, record & summarize witness & client interviews	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
g. Obtain client records via appropriate requests/forms	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
h. Draft necessary requests for the discovery of evidence	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
i. File & serve necessary documents & pleadings	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%

j. Demonstrate knowledge of the SC Rules of Appellate Procedure	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
k. Demonstrate knowledge of the structure & hierarchy of court systems	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%
l. Demonstrate knowledge of the law office procedures	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the LEGAL ASSISTANT/PARALEGAL Program prepared you for employment in your field?	1	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select LEGAL ASSISTANT/PARALEGAL PROGRAM?	1	0%	0	0%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	1	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	1	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the LEGAL ASSISTANT/PARALEGAL PROGRAM field?	0	0%	1	0%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
LEGAL ASSISTANT/PARALEGAL PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of LEGAL ASSISTANT/PARALEGAL graduates?**

    I feel that a general accounting course would be beneficial, especially to the real estate legal assistant. More English courses with emphasis on letter writing and grammar would be beneficial for all legal assistants.

    Maybe have a more intense writing course that would help you write better for legal documents, etc.

    Need more computer programs used in law offices so that the paralegal has basic knowledge of its use when entering the work field (i.e., time-slips, MS Word, Real Estate Programs)

    The computer course needs to be directed toward helping legal assistant.

    We do not need 2 or more classes of math. The others are fine.

5. **Which statement best describes how you think the LEGAL ASSISTANT/PARALEGAL Program prepared you for employment in your field?**

    Educationally speaking, this course has prepared me better than the 4-year university.

6. **If you could select your major over again, would you select LEGAL ASSISTANT/PARALEGAL?**

    After going to work for three attorneys at three different firms, they all quit because they hated their jobs. For my entire legal assistant career, I was treated like a secretary – with absolutely no respect.

    It seems the community has not distinguished between a paralegal and secretary. They do not want to pay the salary we deserve.

9. **What are the strengths of the LEGAL ASSISTANT/PARALEGAL Program?**

    Excellent instruction and enthusiasm of instructors

    The teachers are very knowledgeable and teach you alot.

    Legal exposure (intern program); knowledge of legal documents, research, and court proceedings, etc.

    The program provided adequate information about the legal system.

    (Instructor).

10. What are the weaknesses of the LEGAL ASSISTANT/PARALEGAL Program?

Make sure new students understand the pay scale and responsibilities of the job – most won't be doing research and interviewing clients. They'll be answering phones and dictation.

The Internship Program needs to be a requirement and more organized. More hands-on than just books.

Computer programs

The program is good, society and community have not accepted legal assistants for what they are, therefore, I have had to seek another degree.

Law Library.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Friendlier office personnel – especially Grand Strand Campus

More hands-on, more variety of classes

The printers in the computer labs are terrible.

Assist *(Instructor)* in getting the materials needed to better serve her students and teachers.

Additional Comments:

Only because of *(Instructor)*, I was one of her first students, so you are aware that we began with very little supplies we needed or even a computer for her; and almost no books for the Law Library except the ones she supplied and those which were donated. I visited the library for research I needed for our office a few weeks ago, and I found it improved in every detail. The entire program has improved tremendously. There was much that was not available to her first graduates, but, thanks to *(Instructor)*, we are just as capable of getting the jobs done as her later graduates. She put it all together and made it work when she had very little to work with. She did it! I have a wonderful job as a paralegal with attorneys in Myrtle Beach.

GRADUATE FOLLOW-UP STUDY

1. Please rate the LEGAL ASSISTANT/PARALEGAL Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE LEGAL ASSISTANT/PARALEGAL PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the LEGAL ASSISTANT/PARALEGAL Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE LEGAL ASSISTANT/PARALEGAL PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE LEGAL ASSISTANT/PARALEGAL PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Apply legal research findings when writing memoranda	☐	☐	☐	☐	☐	☐
b. Draft legal documents & client correspondence	☐	☐	☐	☐	☐	☐
c. Use computer assisted research & other electronic services	☐	☐	☐	☐	☐	☐
d. Use word processing, database & spreadsheet programs	☐	☐	☐	☐	☐	☐
e. Demonstsrate knowledge of various specialized legal software packages	☐	☐	☐	☐	☐	☐
f. Conduct, record & summarize witness & client interviews	☐	☐	☐	☐	☐	☐
g. Obtain client records via appropriate requests/forms	☐	☐	☐	☐	☐	☐
h. Draft necessary requests for the discovery of evidence	☐	☐	☐	☐	☐	☐
i. File & serve necessary documents & pleadings	☐	☐	☐	☐	☐	☐
j. Demonstrate knowledge of the SC Rules of Appellate Procedure	☐	☐	☐	☐	☐	☐
k. Demonstrate knowledge of the structure & hierarchy of court systems	☐	☐	☐	☐	☐	☐
l. Demonstrate knowledge of law office procedures	☐	☐	☐	☐	☐	☐

LEG3 <<No>>

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of LEGAL ASSISTANT/PARALEGAL graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the LEGAL ASSISTANT/PARALEGAL Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select LEGAL ASSISTANT/PARALEGAL? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the LEGAL ASSISTANT/PARALEGAL Program? (Write NONE if you have no comment)

10. What are the weaknesses of the LEGAL ASSISTANT/PARALEGAL Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the LEGAL ASSISTANT/PARALEGAL field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

LEG3

LEGAL ASSISTANT/PARALEGAL

Number of Employers Surveyed	4
Number of Returns	2
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Apply legal research findings when writing memoranda	0	0%	0	0%	0	0%	0	0%	0	0%	2	100%
b. Draft legal documents & client correspondence	0	0%	0	0%	1	50%	0	0%	0	0%	1	50%
c. Use computer assisted research & other electronic services	1	50%	0	0%	0	0%	0	0%	0	0%	1	50%
d. Use word processing, database & spreadsheet programs	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
e. Demonstrate knowledge of various specialized legal software packages	0	0%	1	50%	0	0%	0	0%	0	0%	1	50%
f. Conduct, record & summarize witness & client interviews	0	0%	0	0%	0	0%	0	0%	0	0%	2	100%
g. Obtain client records via appropriate requests/forms	0	0%	0	0%	1	50%	0	0%	0	0%	1	50%
h. Draft necessary requests for the discovery of evidence	0	0%	0	0%	0	0%	0	0%	0	0%	2	100%
i. File & serve necessary documents & pleadings	0	0%	1	50%	0	0%	1	50%	0	0%	0	0%
j. Demonstrate knowledge of the SC Rules of Appellate Procedure	0	0%	0	0%	0	0%	1	50%	0	0%	1	50%
k. Demonstrate knowledge of the structure & hierarchy of court systems	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
l. Demonstrate knowledge of the law office procedures	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
a. The student should be able to communicate in writing.	0	0%	0	0%	1	50%	1	50%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	0	0%	0	0%	0	0%	0	0%	0	0%	2	100%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	0	0%	2	100%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the LEGAL ASSISTANT/PARALEGAL field?	0	0%	0	0%	1	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another PARALEGAL SPECIALIST graduate from Horry-Georgetown Technical College?	0	0%	0	0%	1	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
LEGAL ASSISTANT/PARALEGAL PROGRAM

6. **What do you think are the strengths of the College's LEGAL ASSISTANT/PARALEGAL Program?**

   Director

7. **What do you think are the weaknesses of the College's LEGAL ASSISTANT/PARALEGAL Program?**

   Salary expectations

8. **What suggestions do you have for improving our LEGAL ASSISTANT/PARALEGAL Program to better meet your needs?**

   More focus on "real world" workings of law practice (i.e., filing and serving complaints, etc.)

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 LEGAL ASSISTANT/PARALEGAL graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE LEGAL ASSISTANT/PARALEGAL PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. .Apply legal research findings when writing memoranda	☐	☐	☐	☐	☐	☐
b. Draft legal documents & client correspondence	☐	☐	☐	☐	☐	☐
c. Use computer assisted research & other electronic services	☐	☐	☐	☐	☐	☐
d. Use work processing , database & spreadsheet programs	☐	☐	☐	☐	☐	☐
e. Demonstrate knowledge of various specialized legal software packages	☐	☐	☐	☐	☐	☐
f. Conduct, record, & summarize witness & client interviews	☐	☐	☐	☐	☐	☐
g. Obtain client records via appropriate requests/forms	☐	☐	☐	☐	☐	☐
h. Draft necessary requests for the discovery of evidence	☐	☐	☐	☐	☐	☐
i. File & serve necessary documents & pleadings	☐	☐	☐	☐	☐	☐
j. Demonstrate knowledge of the SC state rules of Appellate Procedure	☐	☐	☐	☐	☐	☐
k. Demonstrate knowledge of the structure & hierarchy of court systems	☐	☐	☐	☐	☐	☐
l. Demonstrate knowledge of the law office procedures	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE LEGAL ASSISTANT/PARALEGAL PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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3. Please list any additional general or technical competencies that should be considered for inclusion in the LEGAL ASSISTANT/PARALEGAL Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the LEGAL ASSISTANT/PARALEGAL field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another LEGAL ASSISTANT/PARALEGAL graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's LEGAL ASSISTANT/PARALEGAL Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's LEGAL ASSISTANT/PARALEGAL Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our LEGAL ASSISTANT/PARALEGAL Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

LEG3

Machine Tool Technology

MACHINE TOOL TECHNOLOGY

Number of Graduates	10
Number of Returns	2
Percentage of Responses	20%

1. INSTRUCTION IN THE MACHINE TOOL TECHNOLOGY PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	2	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	1	50%	1	50%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	1	50%	1	50%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	50%	0	0%	0	0%	1	50%	0	0%	0	0%

2. FACILITIES & EQUIPMENT IN THE MACHINE TOOL TECHNOLOGY PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Condition of classroom/lecture facilities	1	50%	0	0%	0	0%	1	50%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	1	50%	1	50%	0	0%	0	0%
c. Space/size of the labs	1	50%	0	0%	0	0%	1	50%	0	0%	0	0%
d. Safety features in the labs	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	0	0%	1	50%	0	0%	1	50%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	1	50%	0	0%	1	50%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	1	50%	0	0%	1	50%	0	0%

3. TECHNICAL COMPETENCY SKILL AREAS FOR THE MACHINE TOOL TECHNOLOGY PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Perform work with proper safety practices	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
b. Identify & properly use new precision hand tools	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
c. Properly use precision measuring instruments	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
d. Read and interpret blueprints/hand sketching	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
e. Safely set-up & operate manual machine tools	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
f. Solve problems necessary to perform job duties	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
g. Follow company policies & procedures	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%
h. Give and take constructive criticism	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the MACHINE TOOL TECHNOLOGY Program prepared you for employment in your field?	1	50%	1	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select MACHINE TOOL TECHNOLOGY?	2	100%	0	0%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	1	50%	1	50%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	2	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the MACHINE TOOL TECHNOLOGY field?	1	50%	0	0%	1	50%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
MACHINE TOOL TECHNOLOGY PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of MACHINE TOOL TECHNOLOGY graduates?**

   I feel that there is a need for more in-depth math. People should have to take more Trig instead of basic math.

9. **What are the strengths of the MACHINE TOOL TECHNOLOGY Program?**

   The program allows people to learn to appreciate the art in making parts.

10. **What are the weaknesses of the MACHINE TOOL TECHNOLOGY Program?**

    Lack of capital investment by college. Machines and equipment are extremely inadequate and outdated. (ps and HGTC Program has that very reputation).

11. **What suggestions do you have for improving Horry-Georgetown Technical College?**

    Increase quality of textbooks.

    More parking area.

Additional Comments:

In my opinion, Program is and has been extremely under funded. Students bypass HGTC and go to Florence due to this problem (equipment).

GRADUATE FOLLOW-UP STUDY

1. Please rate the MACHINE TOOL TECHNOLOGY in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE MACHINE TOOL TECHNOLOGY	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the MACHINE TOOL TECHNOLOGY. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE MACHINE TOOL TECHNOLOGY	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE MACHINE TOOL TECHNOLOGY	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Perform work with proper safety practices	☐	☐	☐	☐	☐	☐
b. Identify & properly use new precision hand tools	☐	☐	☐	☐	☐	☐
c. Properly use precision measuring instruments	☐	☐	☐	☐	☐	☐
d. Read and interpret blueprints/hand sketching	☐	☐	☐	☐	☐	☐
e. Safely set-up & operate manual machine tools	☐	☐	☐	☐	☐	☐
f. Solve problems necessary to perform job duties	☐	☐	☐	☐	☐	☐
g. Follow company policies & procedures	☐	☐	☐	☐	☐	☐
h. Give and take constructive criticism	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of MACHINE TOOL TECHNOLOGY graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the MACHINE TOOL TECHNOLOGY prepared you for employment in your field? (Please check only one response)

   - ☐ Very Adequate Preparation
   - ☐ Adequate Preparation
   - ☐ Inadequate Preparation (please explain)
   - ☐ Very Inadequate Preparation (please explain)
   - ☐ Uncertain (please explain)

6. If you could select your major over again, would you select MACHINE TOOL TECHNOLOGY? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   - ☐ Very Satisfied
   - ☐ Satisfied
   - ☐ Dissatisfied (please explain)
   - ☐ Very Dissatisfied (please explain)
   - ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the MACHINE TOOL TECHNOLOGY? (Write NONE if you have no comment)

10. What are the weaknesses of the MACHINE TOOL TECHNOLOGY? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the MACHINE TOOL TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

MTT3

MACHINE TOOL TECHNOLOGY

Number of Employers Surveyed	6
Number of Returns	4
Percentage of Responses	67%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Perform work with proper safety practices	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
b. Identify & properly use new precision hand tools	2	50%	1	25%	1	25%	0	0%	0	0%	0	0%
c. Properly use precision measuring instrusments	2	50%	1	25%	0	0%	0	0%	0	0%	1	25%
d. Read and interpret blueprints/hand sketching	2	50%	1	25%	0	0%	0	0%	0	0%	1	25%
e. Safely set-up & operate manual machine tools	1	25%	2	50%	0	0%	0	0%	0	0%	1	25%
f. Solve problems necessary to perform job duties	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
g. Follow company policies & procedures	1	25%	1	25%	2	50%	0	0%	0	0%	0	0%
h. Give and take constructive criticism	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	0	0%	3	75%	1	25%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	25%	2	50%	0	0%	1	25%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	25%	2	50%	1	25%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the MACHINE TOOL TECHNOLOGY field?	1	25%	1	25%	1	25%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another MACHINE TOOL TECHNOLOGY graduate from Horry-Georgetown Technical College?	3	75%	0	0%	0	0%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
MACHINE TOOL TECHNOLOGY PROGRAM

6. **What do you think are the strengths of the College's MACHINE TOOL TECHNOLOGY Program?**

   The current department head.

7. **What do you think are the weaknesses of the College's MACHINE TOOL TECHNOLOGY Program?**

   Enrollment & recruiting applicants with necessary basic skills.

Additional Comments:

Note: This survey was based on working in the Roll Shop at *(Business establishment)*, not a machine tool area. *(Employer)*.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our 1996-97 MACHINE TOOL TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE MACHINE TOOL TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Perform work with proper safety practices	☐	☐	☐	☐	☐	☐
b. Identify & properly use new precision hand tools	☐	☐	☐	☐	☐	☐
c. Properly use precision measuring instruments	☐	☐	☐	☐	☐	☐
d. Read and interpret blueprints/hand sketching	☐	☐	☐	☐	☐	☐
e. Safely set up & operate manual machine tools	☐	☐	☐	☐	☐	☐
f. Solve problems necessary to perform job duties	☐	☐	☐	☐	☐	☐
g. Follow company policies & procedures	☐	☐	☐	☐	☐	☐
h. Give and take constructive criticism	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE MACHINE TOOL TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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MTT3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the MACHINE TOOL TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the MACHINE TOOL TECHNOLOGY field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another MACHINE TOOL TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's MACHINE TOOL TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's MACHINE TOOL TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our MACHINE TOOL TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES! *MTT3*

Medical Office Clerical Assistant

MEDICAL OFFICE CLERICAL ASSISTANT

Number of Graduates	30
Number of Returns	10
Percentage of Responses	33%

1 Graduate Also Received
Other Awards: 1 HSCN Certificate

1. INSTRUCTION IN THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	6	60%	0	0%	2	20%	2	20%	0	0%	0	0%
b. Assistance provided to you by your advisor	6	60%	1	10%	3	30%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	7	70%	2	20%	1	10%	0	0%	0	0%	0	0%
d. Quality of textbooks	4	40%	3	30%	3	30%	0	0%	0	0%	0	0%
e. Quality of course content	4	40%	3	30%	3	30%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	4	40%	2	20%	4	40%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	6	60%	2	20%	1	10%	0	0%	0	0%	0	0%
h. Availability of courses in your major	4	40%	2	20%	2	20%	0	0%	1	10%	0	0%

2. FACILITIES & EQUIPMENT IN THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Condition of classroom/lecture facilities	2	20%	5	50%	3	30%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	2	20%	3	30%	4	40%	0	0%	0	0%	1	10%
c. Space/size of the labs	2	20%	4	40%	3	30%	0	0%	0	0%	1	10%
d. Safety features in the labs	2	20%	4	40%	2	20%	0	0%	0	0%	1	10%
e. Availability of equipment in the labs	2	20%	2	20%	5	50%	0	0%	0	0%	1	10%
f. Condition of equipment in the labs	2	20%	3	30%	3	30%	1	10%	0	0%	1	10%
g. Equipment in the labs is up-to-date/ state-of-the-art	3	30%	2	20%	3	30%	1	10%	0	0%	1	10%

3. TECHNICAL COMPETENCY SKILL AREAS FOR THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM

	A		B		C		D		F		N/A	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Proofread documents	3	30%	4	40%	3	30%	0	0%	0	0%	0	0%
b. Format and type a variety of medical documents	5	50%	1	10%	4	40%	0	0%	0	0%	0	0%
c. Cooperate with peers and supervisors	4	40%	3	30%	3	30%	0	0%	0	0%	0	0%
d. Demonstrate computer literacy	4	40%	4	40%	2	20%	0	0%	0	0%	0	0%
e. Observe organizational policies	4	40%	4	40%	2	20%	0	0%	0	0%	0	0%
f. Give and take constructive criticism	4	40%	3	30%	3	30%	0	0%	0	0%	0	0%
g. Demonstrate pride in work	4	40%	5	50%	1	10%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the MEDICAL OFFICE CLERICAL ASSISTANT Program prepared your for employment in your field?	1	10%	6	60%	2	20%	1	10%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select MEDICAL OFFICE CLERICAL ASSISTANT?	3	30%	3	30%	4	40%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	3	30%	6	60%	1	10%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	5	50%	5	50%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the MEDICAL OFFICE CLERICAL ASSISTANT field?	3	30%	3	30%	3	30%	1	10%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of MEDICAL OFFICE CLERICAL ASSISTANT graduates?**

   Courses need to be offered every semester, instead of only certain times of the year.

5. **Which statement best describes how you think the MEDICAL OFFICE CLERICAL ASSISTANT Program prepared you for employment in your field?**

   All work areas I have applied to get employment in the Medical Office Clerical Assistant Program want actual work experience.

   Please note: All the training you get doesn't prepare you for the real world.

   Very little transcription background and no coding information

6. **If you could select your major over again, would you select MEDICAL OFFICE CLERICAL ASSISTANT?**

   I probably would have continued in my AA degree.

   I would choose something that would give me better employment.

   Too hard to get a job and the pay is bad.

   I enjoyed it, but not presently making any use of what was learned.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

   It's too hard to find a job in this area. They want you to work 8-5 or 9-6 with no pay and wear $100 outfits!!

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

   You can never learn enough.

9. **What are the strengths of the MEDICAL OFFICE CLERICAL ASSISTANT Program?**

   It helps you to understand the medical terms with understanding.

   Give students a good idea about working in a medical office if they never have.

   The strengths are the medical courses.

It's helped me learn how to deal with people and understand more about how the medical field works.

Medical office terminology covers a lot of topics but you need to spend more time on office procedures.

10. What are the weaknesses of the MEDICAL OFFICE CLERICAL ASSISTANT Program?

Some of the medical classes need to be more up-to-date. Such as making appointments in a medical office are no longer written in an appointment book. They are entered into a computer.

It needs to be expanded and some classes should be more in depth such as Medical Terminology and Medical Office Procedures.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

I feel it would help students who are in the program if they could have an intern before completing the course to see what it's really like.

Make the bookstore more available to night students.

Having more of the programs/classes that Conway offers. Having to drive that far is not so easy for everyone to do. (Ex: Full-time employed people with families)

Better help with students getting employment in their majors during or after graduation.

To offer a more variety of classes that cater to the working people.

I'm very thankful for the opportunity to go there. It's improved my self and my life. I love my job in the medical field and what I've learned.

Courses need to be offered more often so that students do not have to wait to graduate. Also, the parking area is too dark at night.

Offer Pharmacy Tech. so people can get PELL Grants.

GRADUATE FOLLOW-UP STUDY

1. Please rate the MEDICAL OFFICE CLERICAL ASSISTANT Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the MEDICAL OFFICE CLERICAL ASSISTANT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Proofread documents	☐	☐	☐	☐	☐	☐
b. Format and type a variety of medical documents	☐	☐	☐	☐	☐	☐
c. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
d. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
e. Observe organizational policies	☐	☐	☐	☐	☐	☐
f. Give and take constructive criticism	☐	☐	☐	☐	☐	☐
g. Demonstrate pride in work	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of MEDICAL OFFICE CLERICAL ASSISTANT Program graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the MEDICAL OFFICE CLERICAL ASSISTANT Program prepared you for employment in your field? (Please check only one response)

   - ☐ Very Adequate Preparation
   - ☐ Adequate Preparation
   - ☐ Inadequate Preparation (please explain)
   - ☐ Very Inadequate Preparation (please explain)
   - ☐ Uncertain (please explain)

6. If you could select your major over again, would you select MEDICAL OFFICE CLERICAL ASSISTANT Program? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   - ☐ Very Satisfied
   - ☐ Satisfied
   - ☐ Dissatisfied (please explain)
   - ☐ Very Dissatisfied (please explain)
   - ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the MEDICAL OFFICE CLERICAL ASSISTANT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the MEDICAL OFFICE CLERICAL ASSISTANT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the MEDICAL OFFICE CLERICAL ASSISTANT Program field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

MOC7 (5/98)

MEDICAL OFFICE CLERICAL ASSISTANT

Number of Employers Surveyed	12
Number of Returns	7
Percentage of Responses	58%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Proofread documents	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
b. Format and type a variety of medical documents	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
c. Cooperate with peers and supervisors	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
d. Demonstrate computer literacy	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
e. Observe organizational policies	2	29%	2	29%	2	29%	2	29%	2	29%	2	29%
f. Give and take costructive criticism	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
g. Demonstrate pride in work	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
c. The student should be able to follow written instructions.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
d. The student should be able to follow oral instructions.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
e. The student should be able to solve problems on the job.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
g. The student should be able to work as a team with others on the job.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%
i. The student should be able to display what is ethical and professional conduct.	2	29%	2	29%	2	29%	2	29%	2	29%	2	29%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	14%	1	14%	1	14%	1	14%	1	14%	1	14%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the MEDICAL OFFICE CLERICAL ASSISTANT field?	1	14%	1	14%	1	14%	1	14%	1	14%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another MEDICAL OFFICE CLERICAL ASSISTANT graduate from Horry-Georgetown Technical College?	6	86%	1	14%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM

3. **Please list any additional general or technical competencies which should be considered for inclusion in the MEDICAL OFFICE CLERICAL ASSISTANT Program.**

   More ethics should be taught - Being on the job important!!

5. **If you had an opening, would you consider hiring another MEDICAL OFFICE CLERICAL ASSISTANT graduate from Horry-Georgetown Technical College?**

   Employee also has OST degree.

8. **What suggestions do you have for improving our MEDICAL OFFICE CLERICAL ASSISTANT Program to better meet your needs?**

   Besides knowledge of Medical Terminology words, the candidate should be well versed in "English Grammar." Sometimes they need a refresher course in English.

   Teach student work but impress upon them how important it is to be on the job.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 MEDICAL OFFICE CLERICAL ASSISTANT graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Proofread documents	☐	☐	☐	☐	☐	☐
b. Format and type a variety of medical documents	☐	☐	☐	☐	☐	☐
c. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
d. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
e. Observe organizational policies	☐	☐	☐	☐	☐	☐
f. Give and take constructive criticism	☐	☐	☐	☐	☐	☐
g. Demonstrate pride in work	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE MEDICAL OFFICE CLERICAL ASSISTANT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

MOC7 <«No»>

3. Please list any additional general or technical competencies which should be considered for inclusion in the MEDICAL OFFICE CLERICAL ASSISTANT Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the MEDICAL OFFICE CLERICAL ASSISTANT field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another MEDICAL OFFICE CLERICAL ASSISTANT graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's MEDICAL OFFICE CLERICAL ASSISTANT Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's MEDICAL OFFICE CLERICAL ASSISTANT Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our MEDICAL OFFICE CLERICAL ASSISTANT Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

MOC7

Microcomputer Business Application

MICROCOMPUTER BUSINESS APPLICATIONS

Number of Employers Surveyed	1
Number of Returns	1
Percentage of Responses	100%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Use a spreadsheet	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Use a database with a query language	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Use a word processor	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Format and Type a variety of documents	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Use an accounting package	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Demonstrate proficiency in computer hardware components	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the MICROCOMPUTER BUSINESS APPLICATIONS field?	1	100%	0	0%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another MICROCOMPUTER BUSINESS APPLICATIONS graduate from Horry-Georgetown Technical College?	1	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
MICROCOMPUTER BUSINESS APPLICATIONS PROGRAM

6. **What do you think are the strengths of the college's MICROCOMPUTER BUSINESS APPLICATIONS Program?**

   Prepared for software applications

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 MICROCOMPUTER BUSINESS APPLICATIONS graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»?**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE MICROCOMPUTER BUSINESS APPLICATIONS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Use a spreadsheet	☐	☐	☐	☐	☐	☐
b. Use a database with a query language	☐	☐	☐	☐	☐	☐
c. Use a word process	☐	☐	☐	☐	☐	☐
d. Format and type a variety of documents	☐	☐	☐	☐	☐	☐
e. Use an accounting package	☐	☐	☐	☐	☐	☐
f. Demonstrate proficiency in computer hardware components	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE MICROCOMPUTER BUSINESS APPLICATIONS PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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MBA7

3. Please list any additional general or technical competencies that should be considered for inclusion in the MICROCOMPUTER BUSINESS APPLICATIONS Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the MICROCOMPUTER BUSINESS APPLICATIONS field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another MICROCOMPUTER BUSINESS APPLICATIONS graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______________________________
☐ Uncertain (please explain) ______________________________

6. What do you think are the strengths of the College's MICROCOMPUTER BUSINESS APPLICATIONS Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's MICROCOMPUTER BUSINESS APPLICATIONS Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our MICROCOMPUTER BUSINESS APPLICATIONS Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

MBA7

Nursing (ADN)

NURSING (ADN)

Number of Graduates	40
Number of Returns	8
Percentage of Responses	20%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE NURSING (ADN) PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	38%	2	25%	2	25%	1	13%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	38%	2	25%	1	13%	2	25%	0	0%	0	0%
c. Fairness of grading/testing	2	25%	3	38%	1	13%	0	0%	1	13%	0	0%
d. Quality of textbooks	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
e. Quality of course content	3	38%	4	50%	1	13%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	2	25%	2	25%	3	38%	1	13%	0	0%	0	0%
g. Willingness of faculty to help	2	25%	6	75%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	3	38%	4	50%	1	13%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE NURSING (ADN) PROGRAM												
a. Condition of classroom/lecture facilities	2	25%	4	50%	1	13%	1	13%	0	0%	0	0%
b. Condition of the laboratory facilities	2	25%	3	38%	2	25%	1	13%	0	0%	0	0%
c. Space/size of the labs	2	25%	3	38%	2	25%	1	13%	0	0%	0	0%
d. Safety features in the labs	3	38%	2	25%	3	38%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	3	38%	2	25%	2	25%	1	13%	0	0%	0	0%
f. Condition of equipment in the labs	3	38%	2	25%	2	25%	1	13%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	2	25%	2	25%	3	38%	0	0%	1	13%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM												
a. Develops, implements, and evaluates individualized plans of care based on established goals and measurement of client care outcomes	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
b. Demonstrates effective decision making skills	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
c. Implements nursing interventions that are consistent with standards for nursing practice	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
d. Communicates effectively with clients, families, significant others, and members of the health care team	2	25%	3	38%	2	25%	0	0%	0	0%	1	13%
e. Manages an environment that promotes clients' self esteem, dignity, safety, and comfort	2	25%	6	75%	0	0%	0	0%	0	0%	0	0%
f. Manages care for a group of clients in a timely and cost effective manner	2	25%	3	38%	2	25%	1	13%	0	0%	0	0%
g. Adheres to policies and procedures of the employing institution	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%
h. Promotes effective team relationships	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
i. Provides direction and guidance to other health care workers	2	25%	4	50%	2	25%	0	0%	0	0%	0	0%

j. Accepts responsibility & accountability for own nursing activities delegated to other workers	3	38%	3	38%	2	25%	0	0%	0	0%	0	0%
k. Recognizes own limitations and seeks assistance in situations which are beyond his/her knowledge and experience	2	25%	5	63%	1	13%	0	0%	0	0%	0	0%
l. Practices within ethical and legal framework of nursing	3	38%	5	63%	0	0%	0	0%	0	0%	0	0%
m. Uses resources for continued learning	2	25%	6	75%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the NURSING (ADN) Program prepared you for employment in your field?	3	38%	5	63%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select NURSING (ADN)?	5	63%	2	25%	0	0%	0	0%	1	13%

	Very Satisfied		Satisfied		Dissatisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	3	38%	5	63%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	6	75%	2	25%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the NURSING (ADN) field?	2	25%	5	63%	1	13%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
NURSING (ADN) PROGRAM

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of NURSING (ADN) graduates?**

Make Medical Terminology a required course (Pre-requisite course)

A course in pharmacology is definitely needed. Drugs are one of the most important and scariest part and more emphasis should be placed on that. We spent too much time on easy things (like bed baths – that we don't do).

More Science requirements

5. **Which statement best describes how you think the NURSING (ADN) Program prepared you for employment in your field?**

Not enough clinical time during school

6. **If you could select your major over again, would you select NURSING (ADN)?**

Now that I'm working as a nurse, it gets very frustrating at times. The waste and fraud of money makes it hard to stay focused on the real meaning of nursing.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

But, I feel that because our class was close, we aided to our own satisfaction.

9. **What are the strengths of the NURSING (ADN) Program?**

The instructors were wonderful!

It's not a course that just anyone can pass. It requires a lot of work in order to do the work. You must have the will to be a nurse so this course will weed out those who really don't want to be a nurse.

The instructors (over all) were very good and promoted teamwork. Their enthusiasm toward teaching was apparent. *(Instructor)* was the strength behind our class and was always there for support. *(Instructor)* refined my skills and made me feel very confident at what I wanted to accomplish.

A very good Pediatric and OB/GYN instructor; an excellent Medical Surgery III instructor.

Prepares students very well for nursing career with a lot of clinical experience.

Excellent instructors

Instructors – their knowledge and professionalism

10. What are the weaknesses of the NURSING (ADN) Program?

During our senior year, we knew for a fact that at least two students passed that should have failed. I missed a B by a few points. Whoever said life was fair?

(1) Too much information needed to know for each test. (2) Every faculty member should treat each student fairly without favorite students.

I feel more clinical time would have been beneficial.

Not enough clinical experience

11. What suggestions do you have for improving Horry-Georgetown Technical College?

None, Great School!

Many of the basic classes do not hold their own when it comes to transferring them. Example: take Physics 201 at USC and they are far ahead of where Physics 101 at HGTC left off. I've learned from others that a lot of classes have to be repeated when a bachelor degree is sought after.

Better lunches with less expensive prices; longer hours that the cafeteria is open; more staff to help in the financial aid office.

Give more quizzes throughout the semesters to help students keep up with their studies.

More lab equipment – Longer days in clinical earlier in the program – Need a better taste of reality.

Additional Comments:

Thank you for this chance to respond.

GRADUATE FOLLOW-UP STUDY

1. Please rate the NURSING (ADN) Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the NURSING (ADN) Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Develops, implements, & evaluates individualized plans of care based on established goals & measurement of client care outcomes	☐	☐	☐	☐	☐	☐
b. Demonstrates effective decision making skills	☐	☐	☐	☐	☐	☐
c. Implements nursing interventions that are cosistent with standards for nursing practice.	☐	☐	☐	☐	☐	☐
d. Communicates effectively with clients, families, significant others, & members of the health care team	☐	☐	☐	☐	☐	☐
e. Manages an environment that promotes clients' self esteem, dignity, safety, and comfort	☐	☐	☐	☐	☐	☐
f. Manages care for a group of clients in a timely and cost effective manner	☐	☐	☐	☐	☐	☐
g. Adheres to policies & procedures of the employing institution	☐	☐	☐	☐	☐	☐
h. Promotes effective team relationships	☐	☐	☐	☐	☐	☐

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TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
i. Provides direction and guidance to other health care workers	☐	☐	☐	☐	☐	☐
j. Accepts responsibility & accountability for own nursing activities & activities delegated to other workers	☐	☐	☐	☐	☐	☐
k. Recognizes own limitations and seeks assistance in situations which are beyond his/her knowledge & experience	☐	☐	☐	☐	☐	☐
l. Practices within ethical and legal framework of nursing	☐	☐	☐	☐	☐	☐
m. Uses resources for continued learning	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of NURSING (ADN) Program graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the NURSING (ADN) Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select NURSING (ADN) Program? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the NURSING (ADN) Program? (Write NONE if you have no comment)

10. What are the weaknesses of the NURSING (ADN) Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the NURSING (ADN) Program field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

ADN5 - 1/98

NURSING (ADN)

Number of Employers Surveyed	34
Number of Returns	17
Percentage of Responses	50%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Develops, implements, & evaluates individualized plans of care based on established goals & measurement of client care outcomes	3	18%	8	47%	5	29%	0	0%	0	0%	0	0%
b. Demonstrates effective decision making skills	2	12%	8	47%	7	41%	0	0%	0	0%	0	0%
c. Implements nursing interventions that are consistent with standards for nursing practice	2	12%	8	47%	6	35%	1	6%	0	0%	0	0%
d. Communicates effectively with clients, families, significant others, & members of the health care team	3	18%	9	53%	5	29%	0	0%	0	0%	0	0%
e. Manages an environment that promotes clients' self esteem, dignity, safety, and comfort	5	29%	6	35%	6	35%	0	0%	0	0%	0	0%
f. Manages care for a group of clients in a timely and cost effective manner	5	29%	3	18%	8	47%	1	6%	0	0%	0	0%
g. Adheres to policies & procedures of the employing institution	4	24%	9	53%	3	18%	0	0%	0	0%	0	0%
h. Promotes effective team relationships	5	29%	7	41%	4	24%	1	6%	0	0%	0	0%
i. Provides direction and guidance to other health care workers	3	18%	5	29%	8	47%	1	6%	0	0%	0	0%
j. Accepts responsibility & accountability for own nursing activities delegated to other workers	3	18%	9	53%	4	24%	1	6%	0	0%	0	0%
k. Recognizes own limitations and seeks assistance in situations which are beyond his/her knowledge & experience	2	12%	8	47%	5	29%	2	12%	0	0%	0	0%
l. Practices within ethical and legal framework of nursing	3	18%	7	41%	7	41%	0	0%	0	0%	0	0%
m. Uses resources for continued learning	4	24%	9	53%	3	18%	1	6%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	4	24%	10	59%	3	18%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	3	18%	11	65%	3	18%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	3	18%	10	59%	4	24%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	3	18%	10	59%	4	24%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	3	18%	8	47%	6	35%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to	2	12%	7	41%	7	41%	1	6%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	4	24%	10	59%	2	12%	1	6%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	3	18%	10	59%	4	24%	0	0%	0	0%	0	0%

i. The student should be able to display what is ethical and professional conduct.	4	24%	8	47%	5	29%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	12%	9	53%	5	29%	1	6%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the NURSING (ADN) field?	0	0%	12	71%	4	24%	1	6%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another NURSING (ADN) graduate from Horry-Georgetown Technical College?	16	94%	0	0%	1	6%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
NURSING (ADN) PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the NURSING (ADN) Program.**

   Increase clinical time. Increase Pharmacology studies **[4 times this identical or almost identical response was made]**

   Increase the amount of clinical experience. Add a Pharmacology class

   Need more attention to Pharmacology or even instituting a Pharmacology course.

   (Graduate) was at an advantage because she worked as a nursing technician during school.

   IV competency, computer competency

   Exposure to chest tubes, tracks, code situations; limitations of RN licensure.

5. **If you had an opening, would you consider hiring another NURSING (ADN) graduate from Horry-Georgetown Technical College?**

   Depending on other experiences they may have had. I usually do not hire new grads into ICU or ER because of limited clinical experience.

6. **What do you think are the strengths of the College's NURSING (ADN) Program?**

   Instructors **[5 times this identical or almost identical response was made]**

   The instructors are excellent and encourage the students in their professional development.

   Excellent instructors, excellent instructor to student ratio, always a positive/pro-active attitude is presented towards nursing

   Produces students with good clinical skills.

   Clinical skills are good.

   Good grasp of nurse's role as patient advocate; good basic competencies – cleanliness, privacy, patient care; good knowledge base of common dx and interventions

   The grads we have hired for OB and Peds have been good.

7. **What do you think are the weaknesses of the College's NURSING (ADN) Program?**

Not enough clinical experience

Limited clinical time; no structured Pharmacology course

Limited amount of clinical experience

Clinical experiences. Limited Pharmacology

Pharmacology, Clinical

Limited amount of clinical time; need more hands-on experience

Limited acute care experience.

Greater Pharmaceutical knowledge base

Need more than 1 pt during clinicals

Not enough acute care clinical time to develop effective technical and critical thinking skills.

8. **What suggestions do you have for improving our NURSING (ADN) Program to better meet your needs?**

Add a Pharmacology program **[6 times this identical or almost identical response was made]**

Implement a better Pharmacology Program

More clinical time

1) Make a CNA cert. A pre-requisite and drop the bed-making, etc., part of the curriculum and add more clinical with IV skills; 2) Like student teachers do a semester of full-time student teaching-nursing students need a full-time semester of nursing. I think the CNA class would eliminate some students who are not really intended to be nurses. Many are very surprised at the "real" world and have poor persevering skills.

Exposure to chest tubes, tracks, code situations; limitations of RN licensure

Increase shifts and times in advanced medical surgery assuming a staff member's role.

Additional Comments:

The program meets our needs. I am pleased that the students have the opportunity to do clinicals at *(Medical establishment)*

I think all is well.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»** one of our 1996-97 **NURSING (ADN)** graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Develops, implements, & evaluates individualized plans of care based on established goals & measurement of client care outcomes	☐	☐	☐	☐	☐	☐
b. Demonstrates effective decision making skills	☐	☐	☐	☐	☐	☐
c. Implements nursing interventions that are consistent with standards for nursing practice	☐	☐	☐	☐	☐	☐
d. Communicates effectively with clients, families, significant others, & members of the health care team	☐	☐	☐	☐	☐	☐
e. Manages an environment that promotes clients' self esteem, dignity, safety, and comfort	☐	☐	☐	☐	☐	☐
f. Manages care for a group of clients in a timely and cost effective manner	☐	☐	☐	☐	☐	☐
g. Adheres to policies & procedures of the employing institution	☐	☐	☐	☐	☐	☐
h. Promotes effective team relationships	☐	☐	☐	☐	☐	☐
i. Provides direction and guidance to other health care workers	☐	☐	☐	☐	☐	☐
j. Accepts responsibility & accountability for own nursing activities & activities delegated to other workers	☐	☐	☐	☐	☐	☐
k. Recognizes own limitations and seeks assistance in situations which are beyond his/her knowledge & experience	☐	☐	☐	☐	☐	☐
l. Practices within ethical and legal framework of nursing	☐	☐	☐	☐	☐	☐
m. Uses resources for continued learning	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐

ADN5 - 1/98 <«No»>

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GENERAL COMPETENCY SKILL AREAS FOR THE NURSING (ADN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

3. Please list any additional general or technical competencies that should be considered for inclusion in the NURSING (ADN) Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the NURSING (ADN) field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another NURSING (ADN) graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain)____________________________
☐ Uncertain (please explain)________________________

6. What do you think are the strengths of the College's NURSING (ADN) Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's NURSING (ADN) Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our NURSING (ADN) Program to better meet your needs? (Write NONE if you have no comment)

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THANK YOU FOR YOUR RESPONSES!

Nursing (Pn)

NURSING (PN)

Number of Graduates	44
Number of Returns	15
Percentage of Responses	34%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE NURSING (PN) PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	11	73%	2	13%	1	7%	0	0%	0	0%	1	7%
b. Assistance provided to you by your advisor	12	80%	2	13%	1	7%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	10	67%	5	33%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	7	47%	6	40%	1	7%	0	0%	0	0%	1	7%
e. Quality of course content	7	47%	5	33%	3	20%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	8	53%	5	33%	1	7%	1	7%	0	0%	0	0%
g. Willingness of faculty to help	12	80%	2	13%	1	7%	0	0%	0	0%	0	0%
h. Availability of courses in your major	9	60%	4	27%	1	7%	0	0%	0	0%	1	7%
2. FACILITIES & EQUIPMENT IN THE NURSING (PN) PROGRAM												
a. Condition of classroom/lecture facilities	2	13%	4	27%	5	33%	2	13%	2	13%	0	0%
b. Condition of the laboratory facilities	2	13%	3	20%	6	40%	3	20%	1	7%	0	0%
c. Space/size of the labs	1	7%	1	7%	8	53%	3	20%	2	13%	0	0%
d. Safety features in the labs	4	27%	5	33%	5	33%	0	0%	1	7%	0	0%
e. Availability of equipment in the labs	3	20%	2	13%	7	47%	1	7%	2	13%	0	0%
f. Condition of equipment in the labs	3	20%	2	13%	7	47%	2	13%	1	7%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	2	13%	2	13%	5	33%	4	27%	2	13%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (PN) PROGRAM												
a. Utilize the nursing process	9	60%	3	20%	2	13%	1	7%	0	0%	0	0%
b. Communicate effectively with clients and staff	10	67%	3	20%	1	7%	1	7%	0	0%	0	0%
c. Admit, transfer, & discharge per agency policy	9	60%	3	20%	2	13%	1	7%	0	0%	0	0%
d. Provide for client needs, cultural and spiritual	10	67%	2	13%	2	13%	1	7%	0	0%	0	0%
e. Perform basic nursing skills competently	10	67%	2	13%	3	20%	0	0%	0	0%	0	0%
f. Use time efficiently	9	60%	3	20%	1	7%	2	13%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the NURSING (PN) Program prepared you for employment in your field?	7	47%	7	47%	1	7%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select NURSING (PN)?	10	67%	2	13%	3	20%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	7	47%	7	47%	0	0%	1	7%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	7	47%	8	53%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the NURSING (PN) field?	6	40%	7	47%	1	7%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 Follow-Up Graduate Survey Comments
NURSING (PN) Program

4. **What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of NURSING (PN) graduates?**

The Georgetown Campus needs a science lab to fully understand what is supposed to be learned.

Have a substitute available to take charge when a teacher is going to miss more than one class.

6. **If you could select your major over again, would you select NURSING (PN)?**

I would go straight into ADN Program.

Wanted RN program

Too stressful

I would select the ADN Program.

7. **How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?**

Satisfied with my instructors, the school itself needs to be updated!

Being currently enrolled in the ADN Program, I was very dissatisfied that nothing, I mean nothing, no credits at all, was transferred. This is a scandal to get more money out of 1st year ADN students because the 1st semester is where you make all of your money. It's pretty sad that knowing that both programs are through the same school and a PN student coming straight into the ADN program gets no credit. Something needs to change here. It's a RIPOFF!

8. **Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life?**

It provided me with an education (well deserved!) in the field of my choice.

9. **What are the strengths of the NURSING (PN) Program?**

Staff

The instructors are definitely the strengths. *(Instructor)* and *(Instructor)* couldn't run a better program. But, the facility needs improvement.

Realistic expectations of what to expect with proper preparation to meet needs

The Advisors are excellent. They are always there to listen and help with problems.

Clinical experience

Very good instructors

The instructors were wonderful

Classroom assignments and clinicals

Great instructors

The instructors

(Instructor)

The instructors are the best!

The teachers were always there to help when you had a question. The teachers made the program a great success!

Clinicals

10. What are the weaknesses of the NURSING (PN) Program?

Lab facilities and Lecture Room

Not enough clinical time

More time

Need better classroom labs for hands-on training

How fast the summer session is

Too much info for 3 semesters. Can't retain it all and be competent as a nurse.

The timeframe in order to complete the program.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

RN courses should be offered in Georgetown.

I feel you need a more updated lab room and classrooms. You need more equipment for practice setups.

Use the funds donated for the Georgetown Campus actually for the Georgetown campus!

Update labs, longer day to accommodate more clinical time; Instructors will need to help to accomplish this.

Restroom plumbing and air conditioning

Improve labs

The bathrooms are a disgrace. The heating/air in the rooms was inadequate.

My suggestion was stated in #7.

Georgetown Campus needs improvement.

Additional Comments:

"A" for the instructors; "D" for the facility – and I only grade this after attending the Conway Campus which is a more "state-of-the-art" facility.

GRADUATE FOLLOW-UP STUDY

1. Please rate the NURSING (PN) Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE NURSING (PN) PROGRAM	A N/A Excellent	B Above Average	C Average	D Below Average	F Failure	
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the NURSING (PN) Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE NURSING (PN) PROGRAM	A N/A Excellent	B Above Average	C Average	D Below Average	F Failure	
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (PN) PROGRAM	A N/A Excellent	B Above Average	C Average	D Below Average	F Failure	
a. Utilize the nursing process	☐	☐	☐	☐	☐	☐
B. Communicate effectively with clients and staff	☐	☐	☐	☐	☐	☐
c. Admit, transfer, & discharge per agency policy	☐	☐	☐	☐	☐	☐
d. Provide for client needs, cultural & spiritual	☐	☐	☐	☐	☐	☐
e. Perform basic nursing skills competently	☐	☐	☐	☐	☐	☐
f. Use time efficiently	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of NURSING (PN) Program graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the NURSING (PN) Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select NURSING (PN) Program? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

9. What are the strengths of the NURSING (PN) Program? (Write NONE if you have no comment)

10. What are the weaknesses of the NURSING (PN) Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the NURSING (PN) Program field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

PRN1

NURSING (PN)

Number of Employers Surveyed	35
Number of Returns	26
Percentage of Responses	74%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**	**#**	**%**
a. Perform physical exam inspection, auscultation, percussion and palpation	3	12%	11	42%	9	35%	0	0%	0	0%	3	12%
b. Interview patient/family for history, expectations	5	19%	11	42%	10	38%	0	0%	0	0%	0	0%
c. Develop a care plan	2	8%	6	23%	14	54%	0	0%	0	0%	3	12%
d. Provide care/support in a diversity of patient situations	4	15%	14	54%	8	31%	0	0%	0	0%	0	0%
e. Give medications: PO, IM, SQ, IV, Transdermal, SL, Z-track, PCA, Epidermal, Intradermal, Inhalers, PR, Drops	10	38%	12	46%	4	15%	0	0%	0	0%	0	0%
f. Teach patient/family health management	5	19%	7	27%	12	46%	0	0%	0	0%	2	8%
g. Evaluate patient response to treatment	3	12%	11	42%	9	35%	0	0%	0	0%	3	12%
h. Exhibit leadership qualities, i.e. decision making, organization, time management skills and teamwork	5	19%	8	31%	13	50%	0	0%	0	0%	0	0%
I. Work as a team member	7	27%	9	35%	10	38%	0	0%	0	0%	0	0%
j. Demonstrate appropriate verbal/nonverbal communication skills with patients, families, and members of the health care team	5	19%	12	46%	9	35%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	3	12%	16	62%	7	27%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	5	19%	15	58%	6	23%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	6	23%	14	54%	6	23%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	7	27%	13	50%	6	23%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	3	12%	15	58%	8	31%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	4%	15	58%	10	38%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	7	27%	13	50%	5	19%	1	4%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	5	19%	15	58%	5	19%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	7	27%	14	54%	5	19%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	8%	18	69%	6	23%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the NURSING (PN) field?	4	15%	17	65%	5	19%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another NURSING (PN) graduate from Horry-Georgetown Technical College?	21	81%	1	4%	1	4%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
NURSING (PN) PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the NURSING (PN) Program.**

   Leadership of the RN role

   Emphasis on documentation, assessment skills - auscultation, etc., interviewing skills

   I would like to see IV therapy taught.

   Nursing care includes all aspects of patient care.

   More training with injections, including allergy injection.

   Technical competencies are very adequate and appear to be above average

   Graduates should speak correct English and use good grammar.

4. **What grade, from A = Excellent to F = Failure, wold you give Horry-Georgetown Technical College in preparing its graduates for employment in NURSING (PN) field?**

   This depends on the individual person

   Technically

5. **If you had an opening, would you consider hiring another NURSING (PN) graduate from Horry-Georgetown Technical College?**

   These new graduates need more nursing experience in a hospital. Most of the PN graduates just aren't competent enough and most don't show initiative.

   Depends on individual applicants. Hiring involves not only an assessment of skills, but perceived level of integrity, dependability, and character. We can teach skills on the job, but you can't give people these basic human qualities.

6. **What do you think are the strengths of the College's NURSING (PN) Program?**

   Technical skills

   1) Knowledgeable with medications; 2) Knowledgeable with care plans; 3) Good with most skills.

   Very high level of technical skill

   Communication skills, thinking "on their feet", making decisions

   Excellent instructors

   Based on my experience with *(Graduate)*, the program prepares LPNs to work in an acute care facility.

7. **What do you think are the weaknesses of the College's NURSING (PN) Program?**

   How to deal with difficult residents

   Enough hands-on care is not enforced. Nursing does not only mean passing meds and charting.

   Injections

8. **What suggestions do you have for improving our NURSING (PN) Program to better meet your needs?**

   Consider more time spent on documentation, assessment skills if not part of program, delegation and follow thru

   More knowledge regarding updating and evaluating care plans. Keep abreast as to what's going on with their patients on an individual basis.

   More training with injections, including allergy injections

   Graduates should speak correct English and use good grammar. Also, nurses should be taught more about reading prescriptions and listening to prescriptions as verbal orders.

Additional Comments:

I must commend this nurse for taking on a position in an emergency room setting as a graduate nurse. If any area tests your abilities, this area would. She's off to a good start with a good background in the fundamentals - learning to apply them in chaotic situations is the true test. Assertiveness is a must; but, I don't think this can be taught-It has to come from within.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 NURSING (PN) graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE NURSING (PN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Perform physical exam inspection, auscultation, percussion and palpation	☐	☐	☐	☐	☐	☐
b. Interview patient/family for history, expectations	☐	☐	☐	☐	☐	☐
c. Develop a care plan	☐	☐	☐	☐	☐	☐
d. Provide care/support in a diversity of patient situations	☐	☐	☐	☐	☐	☐
e. Give medications: PO, IM, SQ, IV, Transdermal, SL, Z-track, PCA, Epidermal, Intradermal, Inhalers, PR, Drops	☐	☐	☐	☐	☐	☐
f. Teach patient/family health management	☐	☐	☐	☐	☐	☐
g. Evaluate patient response to treatment	☐	☐	☐	☐	☐	☐
h. Exhibit leadership qualities, i.e. decision making, organization, time management skills and teamwork	☐	☐	☐	☐	☐	☐
i. Work as a team member	☐	☐	☐	☐	☐	☐
j. Demonstrate appropriate verbal/nonverbal communication skills with patients, families, and members of the health care team	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE NURSING (PN) PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work with others as a team on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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PRN1 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the NURSING (PN) Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the NURSING (PN) field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another NURSING (PN) graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ______________________________
☐ Uncertain (please explain) ______________________________

6. What do you think are the strengths of the College's NURSING (PN) Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's NURSING (PN) Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our NURSING (PN) Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

PRN1

Office Systems Technology

OFFICE SYSTEMS TECHNOLOGY

Number of Graduates	18
Number of Returns	3
Percentage of Responses	17%

1 Graduate Also Received
Other Awards: 1 AUO1 Diploma

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE OFFICE SYSTEMS TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
c. Space/size of the labs	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
d. Safety features in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	3	100%
e. Availability of equipment in the labs	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
f. Condition of equipment in the labs	0	0%	0	0%	2	67%	0	0%	0	0%	1	33%
g. Equipment in the labs is up-to-date/ state-of-the-art	2	67%	0	0%	0	0%	0	0%	0	0%	1	33%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE OFFICE SYSTEMS TECHNOLOGY PROGRAM												
a. Set workload priorities appropriately	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
b. Format and type a variety of documents	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Cooperate with peers and supervisors	2	67%	0	0%	0	0%	0	0%	0	0%	1	33%
d. Use proper and appropriate telephone techniques	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
e. Demonstrate computer literacy	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
f. Apply proper work habits	2	67%	0	0%	0	0%	0	0%	0	0%	1	33%
g. Take & give constructive criticism	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
h. Observe organizational policies	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
i. Demonstrate proficiency in at least one word processing package	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
j. Maintain records	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the OFFICE SYSTEMS TECHNOLOGY Program prepared you for employment in your field?	3	100%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select OFFICE SYSTEMS TECHNOLOGY?	2	67%	1	33%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	3	100%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	3	100%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the OFFICE SYSTEMS TECHNOLOGY field?	3	100%	0	0%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
OFFICE SYSTEMS TECHNOLOGY PROGRAM

4. What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of OFFICE SYSTEMS TECHNOLOGY graduates?

None – I took those classes at CCU – they transferred to Tech.

5. Which statement best describes how you think the OFFICE SYSTEMS TECHNOLOGY Program prepared you for employment in your field?

Furthered my computer knowledge considerably and I already had computer experience. Best math instructor I ever had.

9. What are the strengths of the OFFICE SYSTEMS TECHNOLOGY Program?

The teachers because they are all willing to help in any way possible, especially *(Instructor)* & *(Instructor)*.

(Instructor) and especially *(Instructor)*. The varied computer instruction given (some of all programs). Instructors seemed to care about you and were always there to give support, as well as some flexibility if needed.

Wide range of computer programs

10. What are the weaknesses of the OFFICE SYSTEMS TECHNOLOGY Program?

None – everything we were taught was to prepare us for "the real world".

Some classes did not make up when scheduled.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Some of the computers need to be updated.

More diverse programs offered. INTERIOR DESIGN at Conway Campus just to name one.

GRADUATE FOLLOW-UP STUDY

1. Please rate the OFFICE SYSTEMS TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the OFFICE SYSTEMS TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Set workload priorities appropriately	☐	☐	☐	☐	☐	☐
b. Format and type a variety of documents	☐	☐	☐	☐	☐	☐
c. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
d. Use proper and appropriate telephone techniques	☐	☐	☐	☐	☐	☐
e. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
f. Apply proper work habits	☐	☐	☐	☐	☐	☐
g. Take & give constructive criticism	☐	☐	☐	☐	☐	☐
h. Observe organizational policies	☐	☐	☐	☐	☐	☐
i. Demonstrate proficiency in at least one word processing package	☐	☐	☐	☐	☐	☐
j. Maintain records	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of OFFICE SYSTEMS TECHNOLOGY Program graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the OFFICE SYSTEMS TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

   - ☐ Very Adequate Preparation
   - ☐ Adequate Preparation
   - ☐ Inadequate Preparation (please explain)
   - ☐ Very Inadequate Preparation (please explain)
   - ☐ Uncertain (please explain)

6. If you could select your major over again, would you select OFFICE SYSTEMS TECHNOLOGY Program? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   - ☐ Very Satisfied
   - ☐ Satisfied
   - ☐ Dissatisfied (please explain)
   - ☐ Very Dissatisfied (please explain)
   - ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the OFFICE SYSTEMS TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the OFFICE SYSTEMS TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the OFFICE SYSTEMS TECHNOLOGY Program field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

OST3

OFFICE SYSTEMS TECHNOLOGY

Number of Employers Surveyed	13
Number of Returns	5
Percentage of Responses	38%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Set workload priorities appropriately	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
b. Demonstrate pride in work	3	60%	1	20%	1	20%	0	0%	0	0%	0	0%
c. Format and type a variety of documents	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
d. Cooperate with peers and supervisors	3	60%	0	0%	2	40%	0	0%	0	0%	0	0%
e. Demonstrate computer literacy	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
f. Use time efficiently	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
g. Observe organizational policies	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
h. Proofread documents	1	20%	1	20%	3	60%	0	0%	0	0%	0	0%
i. Maintain records	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
j. Give and take constructive criticism	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
k. Demonstrate proficiency in at least one word processing package.	2	40%	2	40%	0	0%	0	0%	0	0%	1	20%
l. Use proper and appropriate telephone techniques	3	60%	1	20%	1	20%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	2	40%	2	40%	1	20%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	20%	1	20%	2	40%	0	0%	0	0%	1	20%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	20%	2	40%	2	40%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	3	60%	0	0%	1	20%	0	0%	0	0%	1	20%
i. The student should be able to display what is ethical and professional conduct.	3	60%	0	0%	2	40%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	2	40%	1	20%	2	40%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the OFFICE SYSTEMS TECHNOLOGY field?	1	20%	3	60%	1	20%	0	0%	0	0%

	Yes		No		Uncertai	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another OFFICE SYSTEMS TECHNOLOGY graduate from Horry-Georgetown Technical College?	4	80%	0	0%	1	20%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
OFFICE SYSTEMS TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in the OFFICE SYSTEMS TECHNOLOGY Program.**

I am sure that your program is excellent; however, since this office follows the South Carolina Code of Laws and the procedures, I could not comment.

More math background

4. **What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the Office System Technology field?**

As *(Graduate)* has only been employed in *(Employer's Office)* not quite a year, I could not possibly give her an above average rating.

5. **If you had an opening, would you consider hiring another OFFICE SYSTEMS TECHNOLOGY graduate from Horry-Georgetown Technical College?**

I do not hire employees; however, there is no way that you could base a job description on any one individual. This is a very complex office and one does not learn all of the aspects in six months, a year or even three years. This job is a constant learning process and every day there are questions that arise.

6. **What do you think are the strengths of the College's OFFICE SYSTEMS TECHNOLOGY Program?**

Technical skills

Very prepared to work with the different personalities involved, both in-house and customers.

7. **What do you think are the weaknesses of the College's OFFICE SYSTEMS TECHNOLOGY Program?**

Need more emphasis on personal (professional) skills.

More computer technology

Curriculum needs more math for technical areas.

8. **What suggestions do you have for improving our OFFICE SYSTEMS TECHNOLOGY Program to better meet your needs?**

1) Teach students how to dress professionally; 2) Teach students how to act professionally; 3) Teach students public relations.

Computer technology

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 OFFICE SYSTEMS TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Set workload priorities appropriately	☐	☐	☐	☐	☐	☐
b. Demonstrate pride in work	☐	☐	☐	☐	☐	☐
c. Format and type a variety of documents	☐	☐	☐	☐	☐	☐
d. Cooperate with peers and supervisors	☐	☐	☐	☐	☐	☐
e. Demonstrate computer literacy	☐	☐	☐	☐	☐	☐
f. Use time efficiently	☐	☐	☐	☐	☐	☐
g. Observe organizational policies	☐	☐	☐	☐	☐	☐
h. Proofread documents	☐	☐	☐	☐	☐	☐
i. Maintain records	☐	☐	☐	☐	☐	☐
j. Give and take constructive criticism	☐	☐	☐	☐	☐	☐
k. Demonstrate proficiency in at least one word processing package	☐	☐	☐	☐	☐	☐
l. Use proper and appropriate telephone techniques	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE OFFICE SYSTEMS TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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OST3 <«No»>

3. Please list any additional general or technical competencies that should be considered for inclusion in the OFFICE SYSTEMS TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the OFFICE SYSTEMS TECHNOLOGY field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another OFFICE SYSTEMS TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

- ☐ Yes
- ☐ No (please explain) ______
- ☐ Uncertain (please explain) ______

6. What do you think are the strengths of the College's OFFICE SYSTEMS TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's OFFICE SYSTEMS TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our OFFICE SYSTEMS TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

OST3

Paralegal Certificate

PARALEGAL CERTIFICATE

Number of Employers Surveyed	3
Number of Returns	1
Percentage of Responses	33%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Apply legal research findings when writing memoranda	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
b. Draft legal documents & client correspondence	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Use computer assisted research & other electronic services	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
d. Use word processing, database & spreadsheet programs	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Demonstrate knowledge of various specialized legal software packages	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
f. Conduct, record & summarize witness & client interviews	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
g. Obtain client records via appropriate requests/forms	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Draft necessary requests for the discovery of evidence	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
i. File & serve necessary documents & pleadings	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
j. Demonstrate knowledge of the SC Rules of Appellate Procedure	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
k. Demonstrate knowledge of the structure & hierarchy of court systems	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
l. Demonstrate knowledge of the law office procedures	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the PARALEGAL CERTIFICATE field?	0	0%	0	0%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another PARALEGAL CERTIFICATE graduate from Horry-Georgetown Technical College?	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
PARALEGAL CERTIFICATE PROGRAM

3. **Please list any additional general or technical competencies, which should be considered for inclusion in the PARALEGAL CERTIFICATE Program.**

   Computer! Computer! Computer!

5. **If you had an opening, would you consider hiring another PARALEGAL CERTIFICATE graduate from Horry-Georgetown Technical College?**

   If provided to me

7. **What do you think are the weaknesses of the College's PARALEGAL CERTIFICATE Program?**

   Instructors seem not TO take it very seriously. I understand that they don't show up on time and, sometimes don't show up at all.

8. **What suggestions do you have for improving our PARALEGAL CERTIFICATE Program to better meet your needs?**

   Making graduating individuals known to the law firms when requested. I tried to request a list when I was hiring and never received any information.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 PARALEGAL CERTIFICATE graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE PARALEGAL CERTIFICATE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Apply legal research findings when writing memoranda	☐	☐	☐	☐	☐	☐
b. Draft legal documents & client correspondence	☐	☐	☐	☐	☐	☐
c. Use computer assisted research & other electronic services	☐	☐	☐	☐	☐	☐
d. Use work processing , database & spreadsheet programs	☐	☐	☐	☐	☐	☐
e. Demonstrate knowledge of various specialized legal software packages	☐	☐	☐	☐	☐	☐
f. Conduct, record, & summarize witness & client interviews	☐	☐	☐	☐	☐	☐
g. Obtain client records via appropriate requests/forms	☐	☐	☐	☐	☐	☐
h. Draft necessary requests for the discovery of evidence	☐	☐	☐	☐	☐	☐
i. File & serve necessary documents & pleadings	☐	☐	☐	☐	☐	☐
j. Demonstrate knowledge of the SC state rules of Appellate Procedure	☐	☐	☐	☐	☐	☐
k. Demonstrate knowledge of the structure & hierarchy of court systems	☐	☐	☐	☐	☐	☐
L. Demonstrate knowledge of the law office procedures	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE PARALEGAL CERTIFICATE PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

3. Please list any additional general or technical competencies that should be considered for inclusion in the PARALEGAL CERTIFICATE Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the PARALEGAL CERTIFICATE field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another PARALEGAL CERTIFICATE graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's PARALEGAL CERTIFICATE Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's PARALEGAL CERTIFICATE Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our PARALEGAL CERTIFICATE Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

PAS7

Radiologic Technology

RADIOLOGIC TECHNOLOGY

Number of Graduates	24
Number of Returns	9
Percentage of Responses	38%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE RADIOLOGIC TECHNOLOGY PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	6	67%	2	22%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	6	67%	2	22%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	5	56%	2	22%	0	0%	0	0%	0	0%	1	11%
d. Quality of textbooks	4	44%	3	33%	0	0%	1	11%	0	0%	0	0%
e. Quality of course content	3	33%	5	56%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	3	33%	2	22%	3	33%	0	0%	0	0%	0	0%
g Willingness of faculty to help	4	44%	4	44%	0	0%	0	0%	0	0%	0	0%
h Availability of courses in your major	5	56%	2	22%	1	11%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE RADIOLOGIC TECHNOLOGY PROGRAM												
a. Condition of classroom/lecture facilities	2	22%	3	33%	3	33%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	1	11%	4	44%	1	11%	2	22%	0	0%	0	0%
c. Space/size of the labs	2	22%	4	44%	1	11%	1	11%	0	0%	0	0%
d. Safety features in the labs	1	11%	5	56%	2	22%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	1	11%	4	44%	2	22%	1	11%	0	0%	0	0%
f. Condition of equipment in the labs	1	11%	2	22%	4	44%	1	11%	0	0%	0	0%
g. Equipment in the labs is up-to-date/ state-of-the-art	1	11%	0	0%	3	33%	3	33%	1	11%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE RADIOLOGIC TECHNOLOGY PROGRAM												
a. Communicate clearly, both verbally and in writing	3	33%	4	44%	1	11%	0	0%	0	0%	0	0%
b. Exercise independent judgment & discretion in technical performance of medical imaging procedures	4	44%	3	33%	0	0%	0	0%	0	0%	0	0%
c. Position patient & medical imaging system to perform examinations & procedures	3	33%	3	33%	1	11%	1	11%	0	0%	0	0%
d. Evaluate medical images for technical quality	3	33%	3	33%	2	22%	0	0%	0	0%	0	0%
e. Exhibit initiative and self-motivation	4	44%	3	33%	1	11%	0	0%	0	0%	0	0%
f. Provide for client safety	5	56%	2	22%	1	11%	0	0%	0	0%	0	0%
g. Practice radiation protection as related to patient and one's self	5	56%	2	22%	1	11%	0	0%	0	0%	0	0%
h. Provide basic patient care, comfort, & anticipate patient needs	5	56%	3	33%	0	0%	0	0%	0	0%	0	0%
i. Practice the safe limits of equipment operation	5	56%	2	22%	1	11%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the RADIOLOGIC TECHNOLOGY PROGRAM prepared you for employment in your field?	3	33%	4	44%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select RADIOLOGIC TECHNOLOGY PROGRAM?	0	0%	6	67%	0	0%	0	0%	1	11%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	3	33%	4	44%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	6	67%	1	11%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the RADIOLOGIC TECHNOLOGY field?	7	78%	0	0%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
RADIOLOGIC TECHNOLOGY PROGRAM

4. What suggestions do you have for improving the English, humanities/social science, math, and science courses to better meet the needs of RADIOLOGIC TECHNOLOGY graduates?

Probably could use a whole separate anatomy course (the whole human body detail)

I think some of these courses are useless as far as the Radiologic Program goes. I see no point in English or speech for this course.

6. If you could select your major over again, would you select RADIOLOGIC TECHNOLOGY?

Personal reasons

9. What are the strengths of the RADIOLOGIC TECHNOLOGY Program?

Willingness of the instructors to help and always being there

Being able to get clinical experience early in program!

(Instructor)

Hands-on training; as well as classroom training

Hands-on training from the very beginning

Getting a good clinical experience; hands-on experience before graduating is great for getting a job.

It teaches you everything you need to know. It's a good program.

10. What are the weaknesses of the RADIOLOGIC TECHNOLOGY Program?

The first semester is a little too much to grasp – too many classes, too much information. There is so much most forgotten.

Conway Hospital

Need more advanced equipment and devices for learning optimal headwork procedures.

Instructors need to make more clinical rounds. Two times a semester to clinic isn't enough.

Length of classes per semester; ex: 1st semester of 1st year has too many classes

It can be a little more interesting. Some of the classes were boring.

11. What suggestions do you have for improving Horry-Georgetown Technical College?

Parking

More parking

Better teaching diagnostic equipment

Better financial aid. Need more pleasant people in the office and ones that know what they are doing. A lot of the student interns that work in the office are rude.

A fairer system of choosing students into the Rad Tech program. Example, A student that made a "B" in honors classes in high school was given less points in the elimination process than a student that took general courses and made an "A". It's not fair to a student that has been in honor classes to not get in, and a student that took general classes to make the program.

Offer more classes at Georgetown Campus.

Additional Comments:

I'm sorry I don't have a lot of time these days. I have a 9-month-old and a full time job in radiology thanks to your program. I think it is an overall excellent program. Thank you. *(Graduate)*

GRADUATE FOLLOW-UP STUDY

1. Please rate the RADIOLOGIC TECHNOLOGY Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE RADIOLOGIC TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the RADIOLOGIC TECHNOLOGY Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE RADIOLOGIC TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **technical competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE RADIOLOGIC TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally and in writing	☐	☐	☐	☐	☐	☐
b. Exercise independent judgement & discretion in technical performance of medical imaging procedures	☐	☐	☐	☐	☐	☐
c. Position patient & medical imaging system to perform examinations & procedures	☐	☐	☐	☐	☐	☐
d. Evaluate medical images for technical quality	☐	☐	☐	☐	☐	☐
e. Exhibit initiative and self-motivation	☐	☐	☐	☐	☐	☐
f. Provide for client safety	☐	☐	☐	☐	☐	☐
g. Practice radiation protection as related to patient and one's self	☐	☐	☐	☐	☐	☐
h. Provide basic patient care, comfort, & anticipate patient needs	☐	☐	☐	☐	☐	☐
i. Practice the safe limits of equipment operation	☐	☐	☐	☐	☐	☐

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4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of RADIOLOGIC TECHNOLOGY Program graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the RADIOLOGIC TECHNOLOGY Program prepared you for employment in your field? (Please check only one response)

   - ☐ Very Adequate Preparation
   - ☐ Adequate Preparation
   - ☐ Inadequate Preparation (please explain)
   - ☐ Very Inadequate Preparation (please explain)
   - ☐ Uncertain (please explain)

6. If you could select your major over again, would you select RADIOLOGIC TECHNOLOGY Program? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

   - ☐ Very Satisfied
   - ☐ Satisfied
   - ☐ Dissatisfied (please explain)
   - ☐ Very Dissatisfied (please explain)
   - ☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the RADIOLOGIC TECHNOLOGY Program? (Write NONE if you have no comment)

10. What are the weaknesses of the RADIOLOGIC TECHNOLOGY Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the RADIOLOGIC TECHNOLOGY Program field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

RAD3

RADIOLOGIC TECHNOLOGY

Number of Employers Surveyed	14
Number of Returns	14
Percentage of Responses	100%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Communicate clearly, both verbally and in writing	6	43%	6	43%	2	14%	0	0%	0	0%	0	0%
b. Exercise independent judgment & discretion in technical performance of medical imaging procedures	9	64%	4	29%	1	7%	0	0%	0	0%	0	0%
c. Position patient & medical imaging system to perform examination & procedures	9	64%	4	29%	1	7%	0	0%	0	0%	0	0%
d. Evaluate medical images for technical quality	7	50%	5	36%	2	14%	0	0%	0	0%	0	0%
e. Exhibit initiative and self-motivation	9	64%	2	14%	2	14%	1	7%	0	0%	0	0%
f. Provide for client safety	10	71%	4	29%	0	0%	0	0%	0	0%	0	0%
g. Practice radiation protection as related to patient and one's self	11	79%	3	21%	0	0%	0	0%	0	0%	0	0%
h. Provide basic patient care, comfort, & anticipate patient needs	12	86%	2	14%	0	0%	0	0%	0	0%	0	0%
i. Practice the safe limits of equipment operation	11	79%	3	21%	0	0%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	6	43%	5	36%	3	21%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	6	43%	6	43%	2	14%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	6	43%	7	50%	1	7%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	6	43%	8	57%	0	0%	0	0%	0	0%	0	0%
e. The student should be able to solve problems on the job.	5	36%	6	43%	2	14%	0	0%	0	0%	1	7%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	6	43%	6	43%	2	14%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	8	57%	5	36%	1	7%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	8	57%	6	43%	0	0%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	10	71%	4	29%	0	0%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	6	43%	7	50%	1	7%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the RADIOLOGIC TECHNOLOGY field?	0	0%	13	93%	0	0%	1	7%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another RADIOLOGIC TECHNOLOGY graduate from Horry-Georgetown Technical College?	13	93%	0	0%	1	7%

* All respondents did not answer all questions which may generates irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
RADIOLOGIC TECHNOLOGY PROGRAM

3. **Please list any additional general or technical competencies that should be considered for inclusion in the RADIOLOGIC TECHNOLOGY Program.**

   This does not apply to this person. I would like to see stronger teaching in ethics all over. Employees should be taught to work before leaving.

   I feel each student should have more self-initiative! Be more confident.

5. **If you had an opening, would you consider hiring another RADIOLOGIC TECHNOLOGY graduate from Horry-Georgetown Technical College?**

   Depends on the student

6. **What do you think are the strengths of the College's RADIOLOGIC TECHNOLOGY Program?**

   Good technical instruction **[2 times this identical or almost identical response was made]**

   Provide staff that is local

   Everything good!

   All the students that rotate thru our hospital seem to have a good motivation and are willing to try and learn new things.

   Ability to get well-rounded experience at a variety of hospitals

   They get well-rounded experience!

   Clinicals at a variety of Hospitals

7. **What do you think are the weaknesses of the College's RADIOLOGIC TECHNOLOGY Program?**

   Need to better prepare graduates for State Boards

   Would like to see more emphasis on professionalism with students **[2 times this identical or almost identical response was made]**

   Students during the daylight hours don't see a lot of trauma. (Real life) They need to learn how to be more creative with trauma situations.

   I feel each student should have more self-initiative! Be more confident

8. **What suggestions do you have for improving our RADIOLOGIC TECHNOLOGY Program to better meet your needs?**

   Would like to see more emphasis on professionalism with students **[2 times this identical or almost identical response was made]**

   Would like to see more emphasis on professionalism with students

   It would be beneficial for the students to experience all three shifts. There is so much more to learn from all points. (More trauma, different types of patients, etc.)

   Stress self-initiative

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for **«First_Name» «Last_Name»**, one of our 1996-97 RADIOLOGIC TECHNOLOGY graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising **«First_Name» «Last_Name»**?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE RADIOLOGIC TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally and in writing	☐	☐	☐	☐	☐	☐
b. Exercise independent judgment & discretion in technical performance of medical imaging procedures	☐	☐	☐	☐	☐	☐
c. Position patient & medical imaging system to perform examinations & procedures	☐	☐	☐	☐	☐	☐
d. Evaluate medical images for technical quality	☐	☐	☐	☐	☐	☐
e. Exhibit initiative and self-motivation	☐	☐	☐	☐	☐	☐
f. Provide for client safety	☐	☐	☐	☐	☐	☐
g. Practice radiation protection as related to patient and one's self	☐	☐	☐	☐	☐	☐
h. Provide basic patient care, comfort, & anticipate patient needs	☐	☐	☐	☐	☐	☐
i. Practice the safe limits of equipment operation	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **general competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE RADIOLOGIC TECHNOLOGY PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. The student should be able to communicate in writing.	☐	☐	☐	☐	☐	☐
b. The student should be able to communicate orally.	☐	☐	☐	☐	☐	☐
c. The student should be able to follow written instructions.	☐	☐	☐	☐	☐	☐
d. The student should be able to follow oral instructions.	☐	☐	☐	☐	☐	☐
e. The student should be able to solve math problems on the job.	☐	☐	☐	☐	☐	☐
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	☐	☐	☐	☐	☐	☐
g. The student should be able to work as team with others on the job.	☐	☐	☐	☐	☐	☐
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	☐	☐	☐	☐	☐	☐
i. The student should be able to display what is ethical and professional conduct.	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

RAD3 <«No»>

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3. Please list any additional general or technical competencies that should be considered for inclusion in the RADIOLOGIC TECHNOLOGY Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the RADIOLOGIC TECHNOLOGY field? (Please check only one response)

☐ A - Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another RADIOLOGIC TECHNOLOGY graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____
☐ Uncertain (please explain) _____________________________________

6. What do you think are the strengths of the College's RADIOLOGIC TECHNOLOGY Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's RADIOLOGIC TECHNOLOGY Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our RADIOLOGIC TECHNOLOGY Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

RAD3

Rooms Division Management

ROOMS DIVISION MANAGEMENT

Number of Graduates	1
Number of Returns	0
Percentage of Responses	0%

1 Graduate Also Received
Other Awards: 1 HMS6 Certificate

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE ROOMS DIVISION MANAGEMENT PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning - rates of students	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Willingness of faculty to help	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
2. FACILITIES & EQUIPMENT IN THE ROOMS DIVISION MANAGEMENT PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Condition of the laboratory facilities	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Space/size of the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Safety features in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Availability of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Condition of equipment in the labs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Equipment in the labs is up-to-date/state-of-the-art	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE ROOMS DIVISION MANAGEMENT PROGRAM												
a. Communicate clearly, both verbally and in writing	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
b. Identify different components of the tourism industry	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Demonstrate management & leadership skills	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
d. Perform front office procedures	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
e. Perform housekeeping functions	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
f. Identify legal issues pertaining to hotel/food service industries	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
g. Use PMS computer systems	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Produce employee schedules	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
i. Demonstrate proper service techniques	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
j. Operate the PBX (phone system)	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
k. Take reservations	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
l. Process check-ins and check-outs	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the ROOMS DIVISION MANAGEMENT Program prepared your for employment in your field?	0	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select ROOMS DIVISION MANAGEMENT?	0	0%	0	0%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	0	0%	0	0%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	0	0%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the ROOMS DIVISION MANAGEMENT field?	0	0%	0	0%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

GRADUATE FOLLOW-UP STUDY

1. Please rate the ROOMS DIVISION MANAGEMENT Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE ROOMS DIVISION MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the ROOMS DIVISION MANAGEMENT Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE ROOMS DIVISION MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following **general competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

GENERAL COMPETENCY SKILL AREAS FOR THE ROOMS DIVISION MANAGEMENT PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Communicate clearly, both verbally and in writing	☐	☐	☐	☐	☐	☐
b. Identify different components of the tourism industry	☐	☐	☐	☐	☐	☐
c. Demonstrate management & leadership skills	☐	☐	☐	☐	☐	☐
d. Perform front office procedures	☐	☐	☐	☐	☐	☐
e. Perform housekeeping functions	☐	☐	☐	☐	☐	☐
f. Identify legal issues pertaining to hotel/food service industries	☐	☐	☐	☐	☐	☐
g. Use PMS computer systems	☐	☐	☐	☐	☐	☐
h. Produce employee schedules	☐	☐	☐	☐	☐	☐
i. Demonstrate proper service techniques	☐	☐	☐	☐	☐	☐
j. Operate the PBX (phone system)	☐	☐	☐	☐	☐	☐
k. Take reservations	☐	☐	☐	☐	☐	☐
l. Process check-ins and check-outs	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of ROOMS DIVISION MANAGEMENT graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the ROOMS DIVISION MANAGEMENT Program prepared you for employment in your field? (Please check only one response)

☐ Very Adequate Preparation
☐ Adequate Preparation
☐ Inadequate Preparation (please explain)
☐ Very Inadequate Preparation (please explain)
☐ Uncertain (please explain)

6. If you could select your major over again, would you select ROOMS DIVISION MANAGEMENT? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

☐ Very Satisfied
☐ Satisfied
☐ Dissatisfied (please explain)
☐ Very Dissatisfied (please explain)
☐ Uncertain (please explain)

8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

☐ Definitely Yes
☐ Probably Yes
☐ Probably Not (please explain)
☐ Definitely Not (please explain)
☐ Uncertain (please explain)

9. What are the strengths of the ROOMS DIVISION MANAGEMENT Program? (Write NONE if you have no comment)

10. What are the weaknesses of the ROOMS DIVISION MANAGEMENT Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the ROOMS DIVISION MANAGEMENT field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

RDM6

Vocational Technical Education

VOCATIONAL TECHNICAL EDUCATION

Number of Graduates	20
Number of Returns	3
Percentage of Responses	15%

	A		B		C		D		F		N/A	
1. INSTRUCTION IN THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	#	%	#	%	#	%	#	%	#	%	#	%
a. Availability of your advisor	2	67%	1	33%	0	0%	0	0%	0	0%	0	0%
b. Assistance provided to you by your advisor	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
c. Fairness of grading/testing	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
d. Quality of textbooks	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
e. Quality of course content	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
f. Degree pacing of courses matched learning rates of students	0	0%	1	33%	1	33%	0	0%	0	0%	1	33%
g. Willingness of faculty to help	3	100%	0	0%	0	0%	0	0%	0	0%	0	0%
h. Availability of courses in your major	0	0%	1	33%	0	0%	0	0%	0	0%	2	67%
2. FACILITIES & EQUIPMENT IN THE VOCATIONAL TECHNICAL EDUCATION PROGRAM												
a. Condition of classroom/lecture facilities	0	0%	1	33%	0	0%	0	0%	0	0%	2	67%
b. Condition of the laboratory facilities	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
c. Space/size of the labs	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
d. Safety features in the labs	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
e. Availability of equipment in the labs	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
f. Condition of equipment in the labs	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
g. Equipment in the labs is up-to-date/ state-of-the-art	0	0%	0	0%	1	33%	0	0%	0	0%	2	67%
3. TECHNICAL COMPETENCY SKILL AREAS FOR THE VOCATIONAL TECHNICAL EDUCATION PROGRAM												
a. Describe the organizational structure of two-year colleges, I.e., faculty, tenure, work load, evaluation, salary, and other personnel aspects	1	33%	0	0%	1	33%	1	33%	0	0%	0	0%
b. Discuss future trends in student and faculty demogrphics and atnticipated changes in organization, curriculum, instruction, and student services	0	0%	1	33%	1	33%	1	33%	0	0%	0	0%
c. Demonstrate characteristics and tactics of an effective instructor	1	33%	2	67%	0	0%	0	0%	0	0%	0	0%
d. Adapt instruction to individual learning needs and styles of increasing diverse student populations	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
e. Assess the effectiveness of his/her instructional strategies and modify or adapt his/her strategies based on the results of personal and peer evaluations	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
f. Select, procure, and manage laboratory materials and equipment to maimize the effectiveness of instruction	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%

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g. Explain the purpose of assessment, select appropriate items for assessment, and employ effective means for conducting assessment	0	0%	1	33%	2	67%	0	0%	0	0%	0	0%
h. To write appropriate instructional objectives	1	33%	1	33%	1	33%	0	0%	0	0%	0	0%
i. Demonstrate knowledge of test assembly, administration, scoring and appropriate utilization of results	1	33%	0	0%	2	67%	0	0%	0	0%	0	0%
j. Display an understanding of basic assessment concepts and methodologies commonly utilized in educational measurement	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
k. Create objective test items that match their instructional objectives	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
l. Discriminate and describe the differences between qualitative and quantitative research	1	33%	1	33%	0	0%	0	0%	0	0%	1	33%
m. Demonstrate the ablitity to design and critique curriculum	0	0%	3	100%	0	0%	0	0%	0	0%	0	0%

	Very Adequate		Adequate		In-adequate		Very In-adequate		Uncertain	
	#	%	#	%	#	%	#	%	#	%
5. Which statement best describes how you think the VOCATIONAL TECHNICAL EDUCATION Program prepared you for employment in your field?	1	33%	2	67%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
6. If you could select your major over again, would you select VOCATIONAL TECHNICAL EDUCATION?	1	33%	2	67%	0	0%	0	0%	0	0%

	Very Satisfied		Satisfied		Dis-satisfied		Very Dis-satisfied		Uncertain	
	#	%	#	%	#	%	#	%	#	%
7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College?	2	67%	1	33%	0	0%	0	0%	0	0%

	Definitely Yes		Probably Yes		Probably Not		Definitely Not		Uncertain	
	#	%	#	%	#	%	#	%	#	%
8. Do you feel the HGTC experience has improved the quality of your life?	2	67%	1	33%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
12. What grade, from A=Excellent to F=Failure, would you give HGTC in preparing its graduates for employment in the VOCATIONAL TECHNICAL EDUCATION field?	0	0%	2	67%	0	0%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages.

1996-97 FOLLOW-UP GRADUATE SURVEY COMMENTS
VOCATIONAL TECHNICAL EDUCATION PROGRAM

9. What are the strengths of the VOCATIONAL TECHNICAL EDUCATION Program?

Excellent, knowledgeable, helpful lecturers, well prepared course content

10. What are the weaknesses of the VOCATIONAL TECHNICAL EDUCATION Program?

Doing the program Friday p.m. and all day Saturday caused pressure on the students. The group was very diverse: from participants with poor reading/writing skills to several who could have taught some of the sessions themselves.

GRADUATE FOLLOW-UP STUDY

1. Please rate the VOCATIONAL TECHNICAL EDUCATION Program in the following areas of **instruction**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

INSTRUCTION IN THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Availability of your advisor	☐	☐	☐	☐	☐	☐
b. Assistance provided to you by your advisor	☐	☐	☐	☐	☐	☐
c. Fairness of grading/testing	☐	☐	☐	☐	☐	☐
d. Quality of textbooks	☐	☐	☐	☐	☐	☐
e. Quality of course content	☐	☐	☐	☐	☐	☐
f. Degree pacing of courses matched learning rates of students	☐	☐	☐	☐	☐	☐
g. Willingness of faculty to help	☐	☐	☐	☐	☐	☐
h. Availability of courses in your major	☐	☐	☐	☐	☐	☐

2. Please rate **facilities and equipment** used in the VOCATIONAL TECHNICAL EDUCATION Program. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

FACILITIES AND EQUIPMENT IN THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Condition of classroom/lecture facilities	☐	☐	☐	☐	☐	☐
b. Condition of the laboratory facilities	☐	☐	☐	☐	☐	☐
c. Space/size of the labs	☐	☐	☐	☐	☐	☐
d. Safety features in the labs	☐	☐	☐	☐	☐	☐
e. Availability of equipment in the labs	☐	☐	☐	☐	☐	☐
f. Condition of equipment in the labs	☐	☐	☐	☐	☐	☐
g. Equipment in the labs is up-to-date/state-of-the-art	☐	☐	☐	☐	☐	☐

3. Please rate the level to which Horry-Georgetown Technical College prepared you in the following technical **competency areas**. Assign a grade from A = Excellent to F = Failure to each area. Check N/A = Not Applicable for any areas that you feel you cannot rate.

TECHNICAL COMPETENCY SKILL AREAS FOR THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Describe the organizational structure of two-year colleges, i.e., faculty, tenure, work load, evaluation, salary, and other personnel aspects	☐	☐	☐	☐	☐	☐
b. Discuss future trends in student and faculty demographics and anticipated changes in organization, curriculum, instruction, and student services	☐	☐	☐	☐	☐	☐
c. Demonstrate characteristics and tactics of an effective instructor	☐	☐	☐	☐	☐	☐
d. Adapt instruction to individual learning needs and styles of increasing diverse student populations	☐	☐	☐	☐	☐	☐
e. Assess the effectiveness of his/her instructional strategies and modify or adapt his/her strategies based on the results of personal and peer evaluations	☐	☐	☐	☐	☐	☐
f. Select, procure, and manage laboratory materials and equipment to maximize the effectiveness of instruction	☐	☐	☐	☐	☐	☐
g. Explain the purpose of assessment, select appropriate items for assessment, and employ effective means for conducting assessment	☐	☐	☐	☐	☐	☐
h. To write appropriate instructional objectives	☐	☐	☐	☐	☐	☐

TECHNICAL COMPETENCY SKILL AREAS FOR THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
i. Demonstrate knowledge of test assembly, administration, scoring and appropriate utilization of results	☐	☐	☐	☐	☐	☐
j. Display an understanding of basic assessment concepts and methodologies commonly utilized in educational measurement	☐	☐	☐	☐	☐	☐
k. Create objective test items that match their instructional objectives	☐	☐	☐	☐	☐	☐
l. Discriminate and describe the differences between qualitative and quantitative research	☐	☐	☐	☐	☐	☐
m. Demonstrate the ability to design and critique curriculum	☐	☐	☐	☐	☐	☐

4. What suggestions do you have for improving the English, humanities/social science, math and science courses to better meet the needs of VOCATIONAL TECHNICAL EDUCATION graduates? (Write NONE if you have no comment)

5. Which statement best describes how you think the VOCATIONAL TECHNICAL EDUCATION Program prepared you for employment in your field? (Please check only one response)

- ☐ Very Adequate Preparation
- ☐ Adequate Preparation
- ☐ Inadequate Preparation (please explain)
- ☐ Very Inadequate Preparation (please explain)
- ☐ Uncertain (please explain)

6. If you could select your major over again, would you select VOCATIONAL TECHNICAL EDUCATION? (Please check only one response)

- ☐ Definitely Yes
- ☐ Probably Yes
- ☐ Probably Not (please explain)
- ☐ Definitely Not (please explain)
- ☐ Uncertain (please explain)

7. How satisfied are you with the educational experience you had with Horry-Georgetown Technical College? (Please check only one response)

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Dissatisfied (please explain)
- ☐ Very Dissatisfied (please explain)
- ☐ Uncertain (please explain)

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8. Do you feel the Horry-Georgetown Technical College experience has improved the quality of your life? (Please check only one response)

   - ☐ Definitely Yes
   - ☐ Probably Yes
   - ☐ Probably Not (please explain)
   - ☐ Definitely Not (please explain)
   - ☐ Uncertain (please explain)

9. What are the strengths of the VOCATIONAL TECHNICAL EDUCATION Program? (Write NONE if you have no comment)

10. What are the weaknesses of the VOCATIONAL TECHNICAL EDUCATION Program? (Write NONE if you have no comment)

11. What suggestions do you have for improving Horry-Georgetown Technical College? (Write NONE if you have no comment)

12. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the VOCATIONAL TECHNICAL EDUCATION field? (Please check only one response)

   ☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

THANK YOU FOR YOUR RESPONSES!

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VOCATIONAL TECHNICAL EDUCATION

Number of Employers Surveyed	11
Number of Returns	7
Percentage of Responses	64%

	A		B		C		D		F		N/A	
1. TECHNICAL COMPETENCIES	#	%	#	%	#	%	#	%	#	%	#	%
a. Describe the organizational structure of two-year colleges, I.e., faculty, tenure, work load, evaluation, salary, and other personnel aspects	2	29%	3	43%	1	14%	1	14%	0	0%	0	0%
b. Discuss future trends in student and faculty demographics and anticipated changes in organization, curriculum, instruction, and student services	0	0%	3	43%	2	29%	2	29%	0	0%	0	0%
c. Demonstrate characteristics and tactics of an effective instructor	2	29%	5	71%	0	0%	0	0%	0	0%	0	0%
d. Adapt instruction to individual learning needs and styles of increasing diverse student populations	0	0%	7	100%	0	0%	0	0%	0	0%	0	0%
e. Assess the effectiveness of his/her instructional strategies and modify or adapt his/her strategies based on the results of personal and peer evaluations	1	14%	6	86%	0	0%	0	0%	0	0%	0	0%
f. Select, procure, and manage laboratory materials and equipment to maimize the effectiveness of instruction	2	29%	1	14%	2	29%	0	0%	0	0%	2	29%
g. Explain the purpose of assessment, select appropriate items for assessment, and employ effective means for conducting assessment	4	57%	2	29%	1	14%	0	0%	0	0%	0	0%
h. To write appropriate instructional objectives	5	71%	1	14%	1	14%	0	0%	0	0%	0	0%
i. Demonstrate knowledge of test assembly, administration, scoring and appropriate utilization of results	4	57%	3	43%	0	0%	0	0%	0	0%	0	0%
j. Display an understanding of basic assessment concepts and methodologies commonly utilized in educational measurement	4	57%	2	29%	1	14%	0	0%	0	0%	0	0%
k. Create objective test items that match their instructional objectives	5	71%	2	29%	0	0%	0	0%	0	0%	0	0%
l. Discriminate and describe the differnences between qualitative and quantitative research	2	29%	3	43%	2	29%	0	0%	0	0%	0	0%
m. Demonstrate the ablitity to design and critique curriculum	2	29%	4	57%	1	14%	0	0%	0	0%	0	0%
2. GENERAL COMPETENCIES												
a. The student should be able to communicate in writing.	5	71%	2	29%	0	0%	0	0%	0	0%	0	0%
b. The student should be able to communicate orally.	4	57%	3	43%	0	0%	0	0%	0	0%	0	0%
c. The student should be able to follow written instructions.	4	57%	3	43%	0	0%	0	0%	0	0%	0	0%
d. The student should be able to follow oral instructions.	4	57%	3	43%	0	0%	0	0%	0	0%	0	0%

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e. The student should be able to solve problems on the job.	3	43%	0	0%	2	29%	0	0%	0	0%	2	29%
f. The student should be able to analyze problems encountered and assess how appropriately to solve them.	2	29%	5	71%	0	0%	0	0%	0	0%	0	0%
g. The student should be able to work as a team with others on the job.	3	43%	2	29%	2	29%	0	0%	0	0%	0	0%
h. The student should be able to work with diverse individuals or groups in a multicultural workplace and society.	3	43%	2	29%	2	29%	0	0%	0	0%	0	0%
i. The student should be able to display what is ethical and professional conduct.	4	57%	1	14%	2	29%	0	0%	0	0%	0	0%
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	4	57%	3	43%	0	0%	0	0%	0	0%	0	0%

	A		B		C		D		F	
	#	%	#	%	#	%	#	%	#	%
4. What grade from A=Excellent to F=Failure would you give Horry Georgetown Technical College in preparing its graduates for employment in the VOCATIONAL TECHNICAL EDUCATION field?	2	29%	5	71%	0	0%	0	0%	0	0%

	Yes		No		Uncertain	
	#	%	#	%	#	%
5. If you had an opening, would you consider hiring another VOCATIONAL TECHNICAL EDUCATION graduate from Horry-Georgetown Technical College?	7	100%	0	0%	0	0%

* All respondents did not answer all questions which may generate irregular percentages

1996-97 FOLLOW-UP EMPLOYER SURVEY COMMENTS
VOCATIONAL TECHNICAL EDUCATION PROGRAM

6. **What do you think are the strengths of the College's VOCATIONAL TECHNICAL EDUCATION Program?**

   The program places significant emphasis on the practical application of key concepts. Participants are therefore able to use knowledge and information in their teaching while currently enrolled in the program, and certainly upon completion. **[2 times this identical or almost identical response was made]**

   Excellent, dedicated lecturers

   Text books utilized and persons conducting courses

7. **What do you think are the weaknesses of the COLLEGE'S VOCATIONAL TECHNICAL EDUCATION Program?**

   Not enforcing time lines

8. **What suggestions do you have for improving our VOCATIONAL TECHNICAL EDUCATION Program to better meet your needs?**

   Classes on Friday nights and Saturday mornings are difficult for some participants to handle having taught themselves all day Friday in our Kitchens.

EMPLOYER FOLLOW-UP STUDY

Please complete this questionnaire for «First_Name» «Last_Name», one of our 1996-97 VOCATIONAL TECHNICAL EDUCATION graduates.

ALL RESPONSES WILL BE KEPT CONFIDENTIAL

Did you, or are you currently supervising «First_Name» «Last_Name»?

☐ Yes (Please complete the questions and return as soon as possible)
☐ No (Return incomplete survey in the envelope provided)

1. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following **technical competency areas**. Check a grade from A = Excellent to F = Failure or N/A = Not Applicable for each area.

TECHNICAL COMPETENCY SKILL AREAS FOR THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Describe the organizational structure of two-year colleges, i.e., faculty, tenure, work load, evaluation, salary, and other personnel aspects	☐	☐	☐	☐	☐	☐
b. Discuss future trends in student and faculty demographics and anticipated changes in organization, curriculum, instruction, and student services	☐	☐	☐	☐	☐	☐
c. Demonstrate characteristics and tactics of an effective instructor	☐	☐	☐	☐	☐	☐
d. Adapt instruction to individual learning needs and styles of increasing diverse student populations	☐	☐	☐	☐	☐	☐
e. Adapt instruction to individual learning needs and styles of increasing diverse student populations	☐	☐	☐	☐	☐	☐
f. Select, procure, and manage laboratory materials and equipment to maximize the effectiveness of instruction	☐	☐	☐	☐	☐	☐
g. Explain the purpose of assessment, select appropriate items for assessment, and employ effective means for conducting assessment	☐	☐	☐	☐	☐	☐
h. To write appropriate instructional objectives	☐	☐	☐	☐	☐	☐
i. Demonstrate knowledge of test assembly, administration, scoring and appropriate utilization of results	☐	☐	☐	☐	☐	☐
j. Display an understanding of basic assessment concepts and methodologies commonly utilized in educational measurement	☐	☐	☐	☐	☐	☐
k. Create objective test items that match their instructional objectives	☐	☐	☐	☐	☐	☐
l. Discriminate and describe the differences between qualitative and quantitative research	☐	☐	☐	☐	☐	☐
m. Demonstrate the ability to design and critique curriculum	☐	☐	☐	☐	☐	☐

2. Please rate the level to which Horry-Georgetown Technical College prepared the graduate in the following general competency areas. Check a grade from A=Excellent to F=Failure or N/A = Not Applicable for each area.

GENERAL COMPETENCY SKILL AREAS FOR THE VOCATIONAL TECHNICAL EDUCATION PROGRAM	A Excellent	B Above Average	C Average	D Below Average	F Failure	N/A
a. Able to communicate in writing	☐	☐	☐	☐	☐	☐
b. Able to communicate orally	☐	☐	☐	☐	☐	☐
c. Able to follow written instructions	☐	☐	☐	☐	☐	☐
d. Able to follow oral instructions	☐	☐	☐	☐	☐	☐
e. Able to solve math problems on the job	☐	☐	☐	☐	☐	☐
f. Able to analyze problems encountered and assess how appropriately to solve them	☐	☐	☐	☐	☐	☐
g. Able to work as team with others on the job	☐	☐	☐	☐	☐	☐
h. Able to work with diverse individuals or groups in a multicultural workplace and society	☐	☐	☐	☐	☐	☐
i. Able to display what is ethical and professional conduct	☐	☐	☐	☐	☐	☐
j. IN SUMMARY: Please rank the total quality of preparation in general competencies.	☐	☐	☐	☐	☐	☐

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3. Please list any additional general or technical competencies that should be considered for inclusion in the VOCATIONAL TECHNICAL EDUCATION Program. (Write NONE if you have no comment)

4. What grade, from A = Excellent to F = Failure, would you give Horry-Georgetown Technical College in preparing its graduates for employment in the VOCATIONAL TECHNICAL EDUCATION field? (Please check only one response)

☐ A -Excellent ☐ B - Above Average ☐ C - Average ☐ D - Below Average ☐ F - Failure

5. If you had an opening, would you consider hiring another VOCATIONAL TECHNICAL EDUCATION graduate from Horry-Georgetown Technical College? (Please check only one response)

☐ Yes
☐ No (please explain) ____________________
☐ Uncertain (please explain) ____________________

6. What do you think are the strengths of the College's VOCATIONAL TECHNICAL EDUCATION Program? (Write NONE if you have no comment)

7. What do you think are the weaknesses of the College's VOCATIONAL TECHNICAL EDUCATION Program? (Write NONE if you have no comment)

8. What suggestions do you have for improving our VOCATIONAL TECHNICAL EDUCATION Program to better meet your needs? (Write NONE if you have no comment)

THANK YOU FOR YOUR RESPONSES!

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